



EXECUTIVE COMMITTEE AGENDA  
Room 700, Law and Justice Center  
**April 8, 2003**  
4:30 p.m.

1. Call to Order
2. Chairman's Approval of Minutes – March 11, 2003
3. Appearance by Members of the Public
4. Departmental Matters
5. Report of Standing Committees:
  - A. Executive Committee - Chairman Sweeney
    - 1) Items to be Presented for Committee Action:
      - a) REAPPOINTMENTS:

Cropsey Street Light District  
Ms. Sharon Cameron  
PO Box 72  
Cropsey, IL 61731  
Appointed to a Three-Year Term that expires  
on June 30, 2006

Clearview Sanitary District  
Ms. Louise Reeves  
48 Joseph Street  
Bloomington, IL 61704  
Appointed to a Three-Year Term that expires  
on May 1, 2006

Bloomington-Normal Water Reclamation District

Mr. Paul D. Brown  
105 Hilltop Road  
Bloomington, IL 61701  
Appointed to a Three-Year Term that expires  
on the first Monday in May, 2006

Bloomington Township Public Water District

Mr. Darrel Oehler  
Rural Route 13, Box 124  
Bloomington, IL 61704  
Appointed to a Five-Year Term that expires  
on the first Monday in May in 2008

McLean County Board of Review

Mr. Winford L. McElroy  
23 Lake Ridge Court  
Bloomington, IL 61701  
Appointed to a Two-Year Term that expires  
on June 1, 2005

Chenoa Fire Protection District

Mr. Mark Heins  
Rural Route #1  
Chenoa, IL 61726  
Appointed to a Three-Year Term that expires  
on April 30, 2006

b) APPOINTMENTS:

Octavia Fire Department

Mr. Doug E. Helmers  
21982 N. 400 East Rd.  
Cropsey, IL 61731  
Appointed to a Three-Year Term that expires  
on April 30, 2006

Mr. Edwin Eades  
17677 N. 2600 East Rd.  
Cooksville, IL 61730  
Appointed to a Three-Year Term that expires  
on April 30, 2006

Bellflower Fire Protection District

Mr. Lawrence A. Heacock  
2585 N. 3450 East Rd.  
Farmer City, IL 61842  
Appointed to a Three-Year Term that expires  
on April 30, 2006

Lexington Fire Protection District

Mr. David D. Duzan  
24322 N. 2250 East Rd.  
Lexington, IL 61753  
Appointed to a Three-Year Term that expires  
on April 30, 2006

c) RESIGNATIONS:

Octavia Fire Department

Mr. Gary Weber  
Rural Route  
Cooksville, IL 61737

Mr. Brad Putnam  
Rural Route 1, Box 14  
Cropsey, IL 61731

Bellflower Fire Protection District

Mr. Paul Zimmerman  
Rural Route 1, Box 50  
Bellflower, IL 61724

Lexington Fire Protection District

Mr. Leonard E. Kelly  
Rural Route 2, Box 81-A  
Lexington, IL 61753

- d) Request for Approval of Consulting Services  
For Windows 2000 Upgrade Analysis – Information  
Services
- e) Request Approval of Consulting Services for  
AS/400 Operating System Upgrade - Information  
Services
- f) Request Approval of Resolution of the McLean  
County Board in Recognition of the Month of May  
as National Community Action Month
- g) Request Approval of Resolution of the McLean  
County Board in Recognition of NACO County  
Government Week

- 2) Items to be Presented for Information:
  - a) Presentation of Official Bond and Oath  
For Ms. Rebecca McNeil, McLean County  
Treasurer
  - b) "Ad Hoc" Committee on Emergency  
Communications and Dispatch
  - c) Legislative Report – Legislative Sub-Committee
  - d) Monthly Report – Information Services
  - e) General Report
  - f) Other

B. Property Committee – Chairman Bostic

- 1) Items to be Presented for Action:
  - a) Request Approval of Intergovernmental  
Agreement between the Public Building  
Commission of McLean County and McLean  
County – Illinois Public Museum Capital Grant  
Program – Old County Courthouse Dome and  
Roof Project
- 2) Items to be Presented for to the Board:
  - a) Request Approval of request received from  
Illinois State University to use the Law and  
Justice Center Courtrooms beginning on  
Friday evening, November 7 through Sunday  
November 9, 2003 for the Collegiate Mock  
Trial Tournament
  - b) Request Approval of Recommendation  
received from Gene Asbury, Young Architects,  
regarding Government Center Mezzanine and  
First Floor
  - c) Request Approval of McBarnes WWI Plaque  
Restoration Proposal
  - d) General Report
  - e) Other

C. Transportation Committee - Chairman Bass

- 1) Items to be Presented for Action:
  - a) Request Approval of Intergovernmental  
Agreement between IDOT and McLean  
County for Geographic Information System  
Grant
- 2) Items to be Presented to the Board:
  - a) Recommend Approval of the proposed East Side  
Corridor Facility as modified
  - b) Request Approval of Results of Letting from March  
20, 2003 Letting for County and Township Projects
  - c) Request Approval of Resolution for Improvement  
of Sec. 99-00057-08-WR – Stringtown Road

- d) Request Approval of Resolution for Improvement of Sec. 99-00057-98-BR – Stringtown Road
- e) Request Approval of Resolution for Improvement of Sec. 03-00071-02-WR – Towanda Gridley Road
- f) Request Approval of Resolution for Improvement of Sec. 03-00135-05-RS – Towanda Gridley Road
- g) Request Approval of Resolution for Improvement of Sec. 03-00134-04-RS – Ellsworth Road
- h) Request Approval of Revised Federal Agency Agreement for Federal Participation for Sec. 01-00047-08-RS – Stanford/McLean
- i) General Report
- j) Other

D. Finance Committee – Chairman Sorensen

1) Items to be Presented for Action:

- a) Request Approval of Applications and Purchase of Service Agreements for SHOW BUS – Building and Zoning

2) Items to be Presented to the Board:

- a) Request Approval for Change in Credit Card Approval Process – Auditor's Office
- b) Request Approval of County Auditor's General Credit Card – Auditor's Office
- c) Request Approval to Reclassify the Staff Accountant Position (Grade 10) to Senior Accounting Specialist (Grade 9) – Treasurer's Office
- d) Request Approval of a Resolution Amending the Fiscal Year 2003 Funded Full-Time Equivalent Positions Resolution for the Circuit Clerk's Office
- e) Request Approval of Contract with Sidwell Corporation for Prescient Revisions for Normal, Illinois – County Clerk's Office (*To be Considered at Stand-Up Meeting*)
- f) General Report
- g) Other

E. Justice Committee – Chairman Renner

(Justice Committee Meeting Scheduled for Monday, April 9, 2003)

1) Items to be Presented to the Board:

- a) General Report
- b) Other

F. Land Use and Development – Chairman Gordon

1) Items to be Presented for Action:

- a) Request Approval of Solid Waste Plan Implementation to recommend approval of the Dispersal of funds as recommended by the McLean County Solid Waste Technical and Policy Committee – Building and Zoning

2) Items to be Presented to the Board:

- a) General Report
- b) Other

G. Report of the County Administrator

1) Items to be Presented for Information:

- a) General Report
- b) Other

6. Other Business and Communications

7. Recommend Payment of Bills and Approval of Transfers, if any, to County Board

8. Adjournment

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**Request for Approval  
of Consulting Services for  
Windows 2000 Upgrade Analysis**

To the Honorable Members of the Executive Committee and the McLean County Board:

Please find attached a fixed price contract for consulting services provided by BCSC. The work to be performed is an analysis of issues and actions surrounding the upgrade of the County's servers from Windows NT to Windows 2000.

Information Services requires assistance in the planning and implementation of this project. Information Services met with and received proposals from three area vendors. One vendor was twice the cost of this proposal while a second was slightly less, though written in terms of time/materials versus fixed price. Information Services believes BCSC to be the prudent choice for this project.

The monies are currently budgeted in the FY 2003 budget.

Information Services respectfully requests the approval of the attached work order.

I'll be happy to answer any questions you may have.

Respectfully submitted,

Craig Nelson  
Director, Information Services.

**Services Estimate for McLean County Law and Justice Center:**

McLean County Law and Justice Center has asked BCSC to provide an estimate of services necessary to complete a Windows 2000 Server implementation. The estimates are based off of previous experience with server migrations and using a set methodology.

Scope determination: 1 engineer/ 1 week

**\$4975**

Scope will include the following:

- Summarize the current environment
- Evaluate Active Directory features
- Evaluate Corporate Business objectives
- Determining technology goals and objectives
- Determine project scope
- Determine major milestones
- Assess risks at a high level for the project

Planning: 1 engineer/ 1 week

**\$4975**

Steps that should be followed:

- Assemble project team and define roles
- Detail current computing environment
- Preliminary design objectives
- Identify coexistence strategies
- Establish test lab environment
- Perform risk assessment
- Define communication strategy
- Define education/training strategy
- Evaluate migration strategies: Domain migration vs. Domain restructure
- Define domain mode
- Evaluate and define how security groups will be used
- Complete decision point checklist

**Total: \$9950**

Work to be completed by May 31, 2003.





Prepared by KM

Payments to BCSC will be made 15 days from the invoice date. All invoices that are past due more than 30 days will incur finance charges at the rate of 1 ½ % per month.

BCSC is committed to the success of their customers and wants to resolve all questions and/or complaints no matter how large or small. The owner of BCSC has an open door policy and welcome your comments so that we may serve you better.

BCSC Account Representative: Shaunna Lennick Date 3-5-03

By my signature below, I agree to all conditions outlined above and agree to this project's contract.

Client Signature: X \_\_\_\_\_ Date \_\_\_\_\_

By my signature below, I agree to all the conditions outlined above and agree to this project's contract.

Client Signature: X \_\_\_\_\_ Date \_\_\_\_\_

**Request for Approval  
of Consulting Services for AS/400 Operating System Upgrade**

To the Honorable Members of the Executive Committee and the McLean County Board:

Please find attached a statement of Work provided by LRS (Levi, Ray and Shoup).

Information Services requires assistance in the upgrading of the operating system of its AS/400. LRS has provided services of this nature in the past, provided the machine needing the upgrade and has a successful history with Information Services. Currently our IBM support and maintenance is maintained through LRS.

The monies are currently budgeted in the FY 2003 budget, and we do not expect to exceed 8 hours of service.

Information Services respectfully requests the approval of the attached work order.

I'll be happy to answer any questions you may have.

Respectfully submitted,

Craig Nelson  
Director, Information Services.

## STATEMENT OF WORK

(Statement of Work Agreement Number: \_\_\_\_\_)

As Evidenced by their signatures below, both parties agree that this Statement of Work is a part of and shall be governed by the LRS Consulting Services Agreement with contract number 0105098 Terms in this Statement of Work shall have the same meaning as in the Customer Agreement.

1. **Statement of Work (SOW):** LRS will provide consulting services directed at assisting McLean County Law and Justice Center with the iSeries Operating System upgrade from V4R5 to V5R2. Scheduled date for this service is May 10, 2003
2. **Time Period:** This Statement of Work (SOW) will remain in effect until McLean County Law and Justice Center or LRS terminates the SOW in the manner outlined in the "Consulting Services Agreement" document, Section 3.0, General Terms and Conditions, or the reaching of May 31, 2003.
3. **Terms of Payment:** LRS will perform consulting services under the rates presented in the Assigned Employee(s) section of this SOW. Payment is due upon receipt of invoice.

4. **Assigned Employees:**

LRS Staff	Expertise	Hourly Rate
Mickey Montgomery and Paul Lesle	IBM Certified i-Series System Engineers	\$125.00

5. **Assigned Tasks:**

<ul style="list-style-type: none"><li>• iSeries Operating System upgrade from V4R5 to V5R2</li></ul>
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6. **Reimbursement for Special items:**  
One way travel time will be billed.  
Travel related expense for overnight lodging and meals.

7. **Other Agreements:**  
None

\_\_\_\_\_  
McLean County Law and Justice Center

Levi, Ray & Shoup, Inc.

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**RESOLUTION OF THE McLEAN COUNTY BOARD  
IN RECOGNITION OF THE MONTH OF MAY  
AS NATIONAL COMMUNITY ACTION MONTH**

WHEREAS, each year the month of May is designated as National Community Action Month; and,

WHEREAS, in McLean County, Mid-Central Community Action Inc. provides a wide array of services to families, including Mayors Manor/Permanent Supportive Housing, Neville House/Countering Domestic Violence, Transitional Housing, Central Illinois Coalition for Affordable Housing, Weatherization grant funding, Emergency Services, and Senior Outreach Services; and,

WHEREAS, at the Illinois Association of Community Action Agencies Annual Meeting in Springfield, Illinois, Mid-Central Community Action will be recognized with one of the Families of Distinction awards; and,

WHEREAS, McLean County Board member Benjamin Owens serves as a member of the Mid-Central Community Action Board; and,

WHEREAS, the Executive Committee of the McLean County Board, at its regular meeting on Tuesday, April 8, 2003, recommended approval of a Resolution in Recognition of the month of May as National Community Action Month, now, therefore,

**BE IT RESOLVED** by the McLean County Board as follows:

(1) The McLean County Board hereby recognizes the Month of May as National Community Action Month and further recognizes Mid-Central Community Action, Inc. for the many services provided to families in the Community.

(2) The McLean County Board hereby directs that the County Clerk forward a certified copy of this Resolution to the Executive Director of Mid-Central Community Action, Inc., and the County Administrator.

**ADOPTED** by the McLean County Board this 15<sup>th</sup> day of April, 2003.

**ATTEST:**

**APPROVED:**

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Peggy Ann Milton, Clerk of the County Board  
McLean County, Illinois

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Michael F. Sweeney, Chairman  
McLean County Board

RESOLUTION of the McLEAN COUNTY BOARD  
DECLARING the WEEK of APRIL 6 – 12, 2003  
NATIONAL COUNTY GOVERNMENT WEEK

WHEREAS, the week of April 6 – 12, 2003, has been set aside as National County Government Week, and;

WHEREAS, this year's theme for National County Government Week is "Counties Care for Kids," and;

WHEREAS, the McLean County Health Department provides medical and dental services to children and families, including offering immunizations to keep kids healthy, administering the Women, Infants, and Children nutritional program and the Family Case Management program; and,

WHEREAS, McLean County provides many programs and services that help to make the community of McLean County a healthier and safer place to live and raise families; and,

WHEREAS, McLean County government and County governments all across the nation have a history of caring and providing for children and their families; and,

WHEREAS, it is appropriate and fitting to recognize the many ways in which McLean County government cares for children and families in our community; and,

WHEREAS, it is appropriate and fitting to set aside and declare the week of April 6 – 12, 2003, as National County Government Week in McLean County; now, therefore,

BE IT RESOLVED by the McLean County Board, now meeting in regular session, as follows:

- 1) The McLean County Board hereby recognizes the many programs and services that County offices and department provide to children and their families, that help to make the community of McLean County a healthier and safer place to live and raise families.
- 2) The McLean County Board hereby recognizes and declares the week of April 6 – 12, 2003, as National County Government Week in McLean County.

ADOPTED by the McLean County Board this 15<sup>th</sup> day of April, 2003.

ATTEST:

APPROVED:

\_\_\_\_\_  
Peggy Ann Milton, Clerk of the McLean County Board,  
McLean County, Illinois

\_\_\_\_\_  
Michael F. Sweeney, Chairman  
McLean County Board



**PEGGY ANN MILTON  
COUNTY CLERK**

(309) 888-5190

Fax (309) 888-5932

Tax Extension (309) 888-5187

Voter's Registration (309) 888-5186

104 W. Front Room 704 Bloomington, IL 61701

E-mail: [peggyann@mclean.gov](mailto:peggyann@mclean.gov) Website: [www.mclean.gov](http://www.mclean.gov)

DATE: March 28, 2003

TO: Honorable Michael Sweeney ✓

FROM: Peggy Ann Milton

RE: Official Bond and Oath for  
Rebecca C. McNeil, McLean County Collector

Enclosed you will find the Official Bond and Oath in the amount of \$500,000.00 for Rebecca C. McNeil. According to instructions received from the Office of the Secretary of State, this Bond is to be recorded in the records of the County Board. Please present this at our next Board meeting on April 15, 2003.

Thank you.

Enclosure

cc: John Zeunik  
Rebecca McNeil

OFFICIAL BOND AND OATH



STATE FARM FIRE AND CASUALTY COMPANY

BLOOMINGTON, ILLINOIS

KNOW ALL PERSONS BY THESE PRESENTS:

That we, REBECCA C MCNEIL of 1809 TRUMAN DRIVE  
NORMAL IL 61761  
as Principal, and STATE FARM FIRE AND CASUALTY COMPANY of Bloomington, Illinois, as Surety, are held and firmly  
bound unto MC LEAN COUNTY  
in the penal sum of FIVE HUNDRED THOUSAND AND NO CENTS Dollars  
(\$ 500,000.00 ), for the payment of which, well and truly to be made, we do hereby severally bind ourselves, our  
heirs, executors, administrators, successors, and assigns, firmly by these presents.

Sealed with our Seals, and dated this 20TH day of MARCH, 2003.

THE CONDITIONS OF THIS OBLIGATION ARE SUCH, that, Whereas, the said Principal has been elected or appointed  
to the office of COUNTY COLLECTOR  
for a term of TWO YEARS  
beginning on MARCH 18, 2003 and ending on  
DECEMBER 1, 2004

NOW, THEREFORE, if the said Principal shall well, truly and faithfully perform all official duties required by law of such  
official during the term aforesaid, the principal and the Surety hereby agreeing that if said bond is required by any statute,  
all the provisions of such statute are hereby made a part of this bond, then this obligation shall be void, otherwise to  
remain in full force and effect.

Rebecca C. McNeil  
Principal

STATE FARM FIRE AND CASUALTY COMPANY

By Mike D'Amico  
Attorney-in-fact

The within bond and the Surety thereon are hereby approved this 28th day of March, 2003

[Signature]

OATH OF OFFICE

STATE OF Illinois

SS

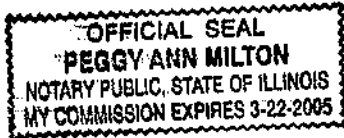
COUNTY OF McLean

Rebecca C. McNeil being  
Principal (print name)

duly sworn, says that he/she will support the constitution of the United States and of the State of Illinois  
and that he/she will faithfully, honestly and impartially perform and discharge the duties of the office/position to which  
he/she has been appointed while he/she shall hold said office.

Rebecca C. McNeil  
Signature of Principal  
Sworn to by said Rebecca C. McNeil  
Principal (print name)

before me, and subscribed in my presence this \_\_\_\_\_



Notary Seal

28th day of  
March A.D. 2003  
Peggy Ann Milton  
Notary Public  
March 22, 2005  
Commission Date



# Power of Attorney

## STATE FARM FIRE AND CASUALTY COMPANY

KNOW ALL PERSONS BY THESE PRESENTS: That STATE FARM FIRE AND CASUALTY COMPANY, an Illinois corporation, with its principal office in Bloomington, Illinois, does hereby constitute and appoint: Trisha Adams, John C. Anderson, Jessica Ashenbremer, Lori Baer, Teresa L. Brown, Ceola Campbell, Pamela Chancellor, Mary Clodfelter, Kim Filter, Julie Freed, John Gibson, Christine M. Goben, William L. Gordon, John R. Horton, Cynthia Johnson, Mary Johnson, Susan K. Johnson, Mary K. Kerfoot, Julia Klinzing, G.F. Krawczyk, Donna K. O'Crowly, Michael D. O'Donnell, James Platt, Debra Prater, Lynn Rakowski, Vicki Redman, Linda Rieck, Suzanne M. Robertson, Alice Schuler, Angie Scott, Trudy Spence, Heidi Stevens, Cindy R. Swick, Perry Tracy, Susan M. Wagoner, Diana L. Watt, Karen Weber, Wilma L. Weinzierl of Bloomington, Illinois its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver for, and on its behalf as surety, any and all bonds, undertakings or other writings obligatory in the nature of a bond as follows:

Any such obligation in any amount

This appointment is made under and by the authority of a resolution which was passed by the Executive Committee of the Board of Directors of State Farm Fire and Casualty Company on the 24th day of July, 1974, as is duly authorized by the Board of Directors in Article II, Section 6 of the By-Laws of the Company, which resolution is:

Resolved, that the Executive Vice-President or a Vice-President of the Company is hereby authorized to appoint and empower any representative of the Company or other person or persons as Attorney-in-Fact to execute on behalf of the Company any bonds, undertakings, policies, contracts of indemnity or other writings obligatory in the nature of a bond, which the Company might execute through its duly elected officers, and affix the seal of the Company thereto. Any said execution of such documents by an Attorney-in-Fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company. Any Attorney-in-Fact, so appointed, may be removed for good cause and the authority so granted may be revoked as specified in the Power of Attorney.

Resolved, that the signature of the Executive Vice-President or any Vice-President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary, Vice-President or Assistant Secretary, and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power or certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certificate so executed and sealed shall, with respect to any bond or undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS THEREOF, STATE FARM FIRE AND CASUALTY COMPANY has caused this instrument to be signed by its Vice-President, and its Corporate Seal to be affixed this 14th day of September 2001.

This APPOINTMENT SHALL CEASE AND TERMINATE AUTOMATICALLY AS OF DECEMBER 31, 2004, UNLESS SOONER REVOKED AS PROVIDED.



STATE FARM FIRE AND CASUALTY COMPANY

By: \_\_\_\_\_

*Brian Boyden*  
Vice-President

STATE OF ILLINOIS  
COUNTY OF McLEAN

On this 14th day of September 2001, before me personally came Brian Boyden to me known, who being duly sworn, did depose and say that he is Vice-President of STATE FARM FIRE AND CASUALTY COMPANY, the corporation described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such Corporate Seal; and that he executed said instrument on behalf of the corporation by authority of his office under the By-Laws of said corporation.

"OFFICIAL SEAL"  
Heidi J. Stevens  
Notary Public, State of Illinois  
My Commission Expires 3/12/05

*Heidi J. Stevens*  
Notary Public  
My commission expires March 12, 2005

### CERTIFICATE

I, the undersigned Vice-President of STATE FARM FIRE AND CASUALTY COMPANY, do hereby certify that the original Power of Attorney of which the foregoing is a true and correct copy, is in full force and effect and has not been revoked and the resolutions as set forth are now in force.

Signed and sealed at Bloomington, Illinois. Dated this 20 day of March 2003



*Mike Way*  
Vice-President

## Minutes of the "Ad Hoc" Committee on Emergency Communications and Dispatch

The "Ad Hoc" Committee on Emergency Communications and Dispatch of the McLean County Board met on Thursday, March 10, 2003 at 1:00 p.m. Room 700, Law and Justice Center, 104 West Front Street, Bloomington, Illinois.

Members Present: Chairman Sorensen, Members Renner, Johnson, Selzer

Members Absent: Member Hoselton

Other Members Present: Members Sweeney and Owens

Staff Present: Mr. John Zeunik, County Administrator;  
Mr. Terry Lindberg, Assistant County Administrator;  
Ms. Christine Northcutt, County Administrator's Assistant

Department Heads/  
Elected Officials Present: Sheriff Dave Owens; Chief Deputy Derick Love, Sheriff's Department

Others Present: Randolph Township Fire Protection District, Chief Dennis Powell

Chairman Sorensen called the meeting to order at 1:07 p.m.

Chairman Sorensen presented the minutes from the meetings of February 18<sup>th</sup> and February 27<sup>th</sup>. He asked if there were any corrections or additions. Hearing none, the minutes were accepted and placed on file as presented.

Chairman Sorensen introduced Sheriff Dave Owens to present his report on the on the Pyramid in-car-repeaters.

Sheriff Dave Owens distributed a summary report to the Committee. He explained that he and his deputies field tested the EF Johnson system with the aid of the Pyramid repeater for about a week and a half. The report shows that transmissions with the Pyramid repeaters had absolutely no transmission 39% of the time. The transmissions were poor 19% of the time, fair 19% of the time, good 15% of the time, and best 8% of the time.

Sheriff Owens then explained the reception quality using the Pyramid repeater. He explained that there was no reception 22% of the time. Reception was poor 49% of the time, fair 19%, good 7% and was best only 7% of the time. Sheriff Owens informed the Committee that the test was performed by an several deputies. It was done in different areas throughout the County and in various buildings.

Mr. Selzer asked Sheriff Owens what was meant by transmissions. Sheriff Owens replied that it is transmitting from the portable to the in-car-repeater.

Mr. Renner asked Sheriff Owens how he determined what was best, good, fair and poor. Sheriff Owens replied that anything above "None" means that it worked to some degree. He stated that he would like to have seen more "Best" transmissions and receptions.

Mr. Selzer asked if any of the proposals that the Sheriff has reviewed have guaranteed greater than 50% in-building coverage Countywide. Sheriff Owens replied that when his deputies tested the Clear Talk system, they were able to obtain 98% coverage Countywide. They were using a combination of the FutureCom in-car-repeater and the Motorola portable radio provided by Clear Talk.

Mr. Selzer asked Sheriff Owens if the tests that they did with the Pyramid in-car-repeaters were done at the same locations as were done with the Clear Talk system. Sheriff Owens replied that they were not the exact locations, but they are generally the same areas that were previously tested. He stated it is very important to have in-building coverage for the County Deputies. He stated that some agencies use portables radios only, but the County has a definite need for the mobile radios.

Ms. Johnson asked if Sheriff Owens had the logs from the Clear Talk tests to compare to the Pyramid in-car-repeater tests. Sheriff Owens stated that he has the Clear Talk test log back at his office. The department tested the Clear Talk system with and without repeaters.

Chairman Sorensen asked Sheriff Owens how many watts are the current EF Johnson portable radios. Sheriff Owens stated that the portable radios are 3 watts. Chairman Sorensen stated that in some of his reading, he had seen a recommendation that portables should be between 6-7 watts. Chairman Sorensen then asked Sheriff Owens if the portables were tested with patch mics with the portable radio worn at the belt. Sheriff Owens replied that they were tested in that manner and that the patch mic had a spike antenna.

Minutes of the "Ad Hoc" Committee;  
Emergency Communications and Dispatch  
March 10, 2003  
Page Three

Chairman Sorensen asked the Committee to refer to the draft Interim Report that was included in the packets. He asked the Committee if there were any changes that they would like to make to the document. The Committee agreed that the Interim Report was acceptable as printed.

Motion by Selzer/Renner to Recommend Approval of the  
Draft Interim Report and to forward the report to the County  
Board in the March cycle. Motion carried.

Chairman Sorensen stated that the next agenda item is to set the next meeting date and items for discussion. He advised the Committee that information from Clear Talk and StarComm 21 is due on Tuesday, March 18th. He asked that the Administrator's Office distribute that information as soon as available and that the Committee meet after they have had time to review that information. He suggested Thursday, March 20<sup>th</sup> at 1:00p.m. as the date for the next meeting. The Committee agreed.

Ms. Johnson asked for a copy of the information that was sent to the vendors. Chairman Sorensen stated that the information was included prior to this meeting. County Administrator's Assistant Christine Northcutt said she would provide Ms. Johnson with that information.

Mr. Renner asked the Committee if they should go over options prior to receiving the information from the vendors. Mr. Selzer stated that he wanted to reaffirm what the Committee will be discussing at the next meeting. He stated that the Committee will be discussing vendor options. He asked if that will be the final meeting. Chairman Sorensen replied that he has no problem making that the final meeting, but that is probably not feasible. He informed the Committee that there are three items left to accomplish. The Committee needs to review the technical options and review financing mechanisms. Finally, the Committee needs to study the implementation of the plan. This plan may require participation from ETSB and MetCom due to the fact that there may be issues with our frequencies.

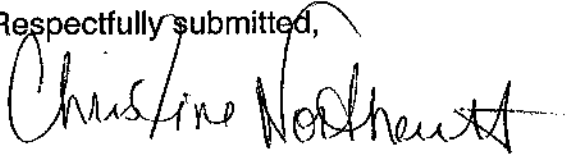
Mr. Selzer requested that someone from ETSB be invited to the next meeting to explain ETSB's financing to the Committee. He explained that, perhaps, the County can help them if they can provide some financial support to a Countywide radio system.

Emergency Communications and Dispatch  
March 10, 2003  
Page Four

Chairman Sorensen said that he thought this conversation was a bit premature. He thought the Committee should wait to see what recommendations are included in the Clear Talk and StarComm proposals.

There being nothing further to come before the Committee at this time, Chairman Sorensen adjourned the meeting at 1:41 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Christine Northcutt". The signature is written in dark ink and is positioned directly below the phrase "Respectfully submitted,".

Christine S. Northcutt  
Recording Secretary



**OFFICE OF THE ADMINISTRATOR**

(309) 888-5110 FAX (309) 888-5111

104 W. Front, Room 701

P.O. Box 2400

Bloomington, Illinois 61702-2400

**To:** Chairman and Members, Executive Committee  
**From:** Sue Berglund, Chair, Legislative Sub-Committee  
**Date:** April 2, 2003  
**Re:** Legislative Briefing #2 – 93<sup>rd</sup> Session

---

The Governor's Budget Message is scheduled for Wednesday, April 9<sup>th</sup>. Many of the nearly 6,000 bills in the General Assembly could be affected by the budget. Local governments are waiting to see how the governor's proposals will impact their finances and operations. Both houses still plan to report all bills out of committee by May 16, and to adjourn by May 23. This will be very difficult, as there has apparently been little or no bi-partisan discussion regarding major budget initiatives.

**County Board Legislative Initiatives**

**Circuit Clerk Fees** – House Bill 269 (Rep. Mautino) has added several co-sponsors, and passed out of the House to the Senate as of March 5, 2003. We will continue our efforts to support this bill. This bill remains in Senate Rules.

**Care of Dependent Children** – This matter will be part of the Governor's Budget. We will track the departmental requests of the Department of Human Services and the Department of Children and Family Services, and encourage efforts to earmark funds to meet the State's obligation to counties for this purpose.

**Construction Debris** – Senate Bill 268 (Sen. Denny Jacobs) has been amended three times, and is scheduled for third reading in the Senate. The amendments to SB 268 provide that all county highway departments will be exempted from construction debris recording and reporting requirements, except Cook and the collar counties. This bill remains in the Senate.

**County/Municipal Zoning Cooperation** – House Bill 1251 (Rep. Slone) has moved to the Senate (Sen. Shadid). This bill does not require municipalities and counties to enter into intergovernmental agreements regarding zoning in the 1.5 mile buffer zone—it simply does not preclude such agreements from being made if all parties agree to do so.

**Retain State Funding for Election Judges** – There are no bills introduced to accomplish this purpose at this time. Efforts will be made during budget deliberations to ensure that there is adequate funding within the State Board of Elections budget to fund election judges at the current level.

**Simplification of Sheriff's Reporting Requirements for Seized Property** – There is no legislation introduced to address this issue at this time.

**Transport of Involuntary Commitments** – Senate Bill 639 (Sen. Shadid) shifts the responsibility for transporting individuals to mental health facilities from County Sheriffs to the Department of Human Services, which would contract with private local ambulance services. SB 639 is in the House on 1<sup>ST</sup> reading.

#### **Other Bills Of Interest To McLean County**

HB 3286 – (Rep. Brady) increases the competitive bidding threshold for counties from \$10,000 to \$20,000, and allows counties to acquire emergency communications equipment without bidding. Still in the House, this bill has been amended to require a ¾ vote of the County Board rather than a unanimous vote.

HB 1317 – (Rep. Brady) increases base salary and annual percentage factor for Sheriff's Law Enforcement Personnel (SLEP) retirees. This bill remains in House Rules.

HB 485—mandates that health care plans offered by counties include coverage for pregnancy prevention, AIDS vaccines, intravenous feeding, prescription nutritional supplements, etc. This bill would significantly increase the cost of employee health insurance. Still in the House.

HB 1248 – establishes bicyclists as intended users of roads rather than permitted users. This bill would cause an enormous impact on county costs for road maintenance and liability claims. SB 275 is identical, but has been amended to apply only when injury is caused due to willful and wanton disregard by the county or municipality. HB 1248 remains in the House and has not been amended.

HB 1637, et. al. – replaces the minimum wage act with a living wage act, to be set by the State Department of Labor. Would require counties to pay employees and contractors at the living wage rate. House Rules.

HB 1639 – creates the Illinois Family and Medical Leave Act, which is more expansive than the federal act, requiring employers to grant up to 12 weeks leave for medical purposes, and allows employees to apply for leave for a broad range of extended family members. Also HB 247. House Rules.

SB 498 – shortens the vesting period for Illinois Municipal Retirement Fund eligibility from 8 years to 5 years. County retirement costs would increase significantly. This bill has advanced to 2<sup>nd</sup> reading; Sen. Brady has requested a Fiscal Note to determine the cost of this bill.

HB 300 – Permits counties to charge a fee for electronic (internet) access to records that would otherwise be unavailable. This bill has moved to Senate Rules.

HB 1428 – Allows Probation Officers to become participants in SLEP. Significant cost impact on counties. HB 2466 extends participation to Coroners. HB 529 does the same, but requires a vote of the County Board to implement the change. Remains in House Rules.

HB 537 – Creates a separate health insurance levy for counties. House Rules.

SB 316 – Grants “quick-take” procedures for use by counties. Senate Rules.



## **Information Services Status Report April 8, 2003**

To the Honorable Members of the McLean County Executive Committee and the McLean County Board:

Please find below a summary of Information Services activities since my last report in January of 2003.

### **General Administration:**

- Began working on RFP for new Property Tax System
- Began coordination of multi-departmental Crystal Reports training classes
- Established Credit Card limits and parameters with the County Auditor.
- Working on internet content policy
- Working on computer purchasing policy
- Worked on IJIS contract possibilities

### **Hardware/Network**

- Planning Windows 2000 Upgrade and testing – interviewed 3 sets of consultants
- Installed new workstations in B&Z
- Ordered and received under-floor cable mgmt materials for computer room
- Ordered and received new web server
- Working on ANI/ALI database for County 911 compliance

### **Programming/Database/Web**

- Testing ADR for Circuit Clerk's office
- Updated voting precinct maps on web
- Updated tax bill to include credit card payment information
- Added driving directions to County internet site
- Developing public access by web for County Clerk's system
- Installed B&Z software update
- Evaluating PAMS software update
- Developed juvenile database system

Respectfully submitted,  
Craig Nelson  
Director of McLean County Information Services

## **INTERGOVERNMENTAL AGREEMENT**

THIS AGREEMENT is made this \_\_\_\_ day of April, 2003 between the Public Building Commission of McLean County, Illinois ("PBC") and the County of McLean of the State of Illinois ("COUNTY").

### **WITNESSETH**

WHEREAS, the PBC is the owner of the premises legally described as Lots 37, 38, 39, 40, 41 and 42 in the original Town now City of Bloomington, McLean County, Illinois more commonly known as the Courthouse and hereinafter referred to as the "Courthouse" ("demised premises"); and

WHEREAS, the PBC has leased the Courthouse to the COUNTY for a one year period commencing January 1, 2003 which lease provides that the term thereof may be extended for additional one year period; and

WHEREAS, pursuant to the terms of the lease, the PBC is responsible for the maintenance, operation, upkeep and safekeeping of the entire demised premises up to the first \$123,580.00 thereof during the year 2003; and

WHEREAS, the parties have determined that extensive repairs are needed to the dome and roof of the Courthouse which expenses are not included in the \$123,580.00 provided for in the lease and such repairs to the dome and roof are, therefore, the obligation of the COUNTY; and

WHEREAS, the COUNTY, acting as fiscal agent, will be the recipient of a grant of \$500,000.00 payable in two installments of \$250,000.00 each from the Illinois Public Museum Capital Grant Program for fiscal year 2003 administered by the Illinois Department of Natural Resources to repair the dome and roof of the Courthouse. Pursuant to the regulations governing this grant, the first installment shall be payable only after the COUNTY has spent \$250,000.00 on the project and the balance shall be payable after the project is completed and the COUNTY has paid an additional \$250,000.00 for the work; and

WHEREAS, the COUNTY has requested that the PBC pay, out of its unrestricted funds, for the dome and roof repairs as the work progresses and has agreed to pay over to the PBC the \$500,000.00 of grant money, promptly upon receipt of the same from the Illinois Department of Natural Resources.

IT IS THEREFORE AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. The COUNTY agrees to contract with Wiss, Janney, Elstner Associates, Inc. to do the necessary architectural design and bid specifications for the dome and roof repair project.

2. The COUNTY shall be responsible for any and all required public notices that must be given to take bids on the project and will enter into such a contract for the dome and roof repair project as it deems appropriate.
3. The PBC agrees to reimburse the COUNTY for any payments that it makes in connection with the dome and roof repair project or, in the alternative, upon written request by the COUNTY, to make payments for the dome repair project directly to the consultants, contractors or material suppliers up to, but not exceeding, \$500,000.00.
4. The COUNTY agrees that when the PBC has paid the first \$250,000.00 for expenses associated with the dome repair project that it will promptly submit all necessary documentation to the Illinois Department of Natural Resources and request reimbursement. The COUNTY further agrees that it will do the same upon completion of the project and final payment by the PBC. The COUNTY agrees that it will promptly turn over to the PBC the entire grant proceeds promptly upon receipt thereof.
5. This constitutes the entire agreement between the parties and no change thereof shall be effective except as may be set forth in a writing executed by both parties.

IN WITNESS WHEREOF the parties have signed this Intergovernmental Agreement to be effective as of the day and year first set forth above.

COUNTY OF MCLEAN

THE PUBLIC BUILDING COMMISSION  
OF MCLEAN COUNTY

\_\_\_\_\_  
By: Chairman of the County Board

\_\_\_\_\_  
By: Robert Rush, Its Chairman

ATTEST:

ATTEST:

\_\_\_\_\_  
Peggy Ann Milton, Clerk of the County  
Board, McLean County, Illinois

\_\_\_\_\_  
John Morel, Its Secretary

young architects 211 prospect box 1484 bloomington, il 61704 332-5612

To: John Zeunik, County Administrator

From: Gene Asbury, Young Architects

Date: February 28, 2003

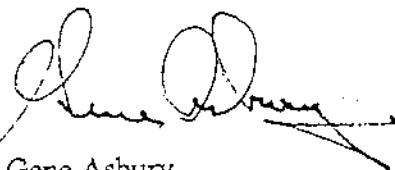
Re: Government Center

At the February meeting of the County Property Committee there was considerable discussion of the so called "security" measures that might be considered for the first floor open office areas, such as the County Clerk and Treasurer. We were asked to determine some possible methods of providing glass screens on the mezzanine and increasing the height of the walls around those department at the first floor level, plus the additional cost for those items.

We have sketched one of the solutions at the mezzanine railing suggested at the meeting, and frankly feel that it doesn't solve the perceived problem. We know that the County Clerk would be satisfied with only a vertical glass wall of 6 feet or so in height and that is what we would recommend.

The cost of such a wall 6 feet high would be approximately \$12,000

Extending the first floor level walls, again with glass, to a height of 13 feet (currently 9 feet) would be approximately \$8500



Gene Asbury

Copy: Jack Moody

GLASS BEHIND  
RAILING

OPEN

ATION LOOKING WEST SCHEME 4



## Facilities Management

104 W. Front Street, P.O. Box 2400

Bloomington, Illinois 61702-2400

(309) 888-5192 voice

(309) 888-5209 FAX [jack@McLean.gov](mailto:jack@McLean.gov)

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To: The Honorable Chairman and Members of the Property Committee  
Mr. John M. Zeunik, County Administrator

From: Jack E. Moody, CFM *Jack Moody*  
Director, Facilities Management

Date: March 21, 2003

Subj: McBarnes Memorial Plaque

The Property Committee on March 6, 2003, and the McLean County Board on March 18, 2003, approved relocating the McBarnes World War I Memorial Plaque from the lobby of the McBarnes Memorial Building, 201 E. Grove Street, Bloomington, Illinois, to the first floor of the old McLean County Courthouse, 200 N. Main Street, Bloomington, Illinois (the McLean County Museum of History).

The project proposal included the need to contract with the architectural firm of Wiss, Janney, Elstner Associates, Inc., Chicago, Illinois, to accommodate the large cast bronze plaque into a marble wall on the first floor of the old Courthouse. The work of cutting existing marble and designing an appropriate surround for the plaque is specialty work which will require the use of outside contractors and an approved design. WJE would also need to design the needed supporting structure inside the marble wall to hold a thousand-pound (plus) bronze plaque. WJE has quoted \$3,000.00 as their fee for this work. The estimated cost for remodeling the marble wall is \$6,000.00.

Attached, please find a quote from Mr. Randy Reid, Professor of Fine Arts, Illinois State University, for restoring the plaque to its original condition. The plaque was painted over in 1976 due to the fire of 1972 which marred the plaque. His fee of \$3,000.00 for this restoration work is the professional attempt to bring the plaque back to its original condition. Mr. Reid has stated he can restore the plaque, but he cannot schedule the work until after May, 2003.

Once the plaque is restored and the marble wall work at the old Courthouse is completed a rededication ceremony can be scheduled involving all McLean County veterans' organizations.

**McBarnes Memorial Plaque**

**March 21, 2003**

**Page two**

The Adopted McLean County Budget for FY 2003 for the old Courthouse (fund 0001-0041-0049) does not contain sufficient budgeted funds for this project as we informed the Property Committee at the March committee meeting.

Therefore, we request and recommend that we limit the scope of work to be performed in FY 2003 to just refinishing the plaque at this time for a cost of \$3,000.00 to come from the McBarnes Capital Improvement account 0350-0085-0091-0801.0001. Facilities Management staff can, under the direction and supervision of Mr. Randy Reid, remove the plaque from the McBarnes lobby wall, deliver it to his studio, and upon completion of the refinish work, deliver the plaque to a secure and environmentally controlled location in the basement of the old Courthouse for storage.

The remaining work of contracting professional services to design a remodel of the marble wall at the old Courthouse and the wall remodel to be budgeted in the Proposed FY 2004 old Courthouse budget.

Thank you.

JEM: enclosure

4421 Lawson Dr.  
Decatur, IL 62526  
USA

Phone: 309-438-7637  
Email: rmreid@ilstu.edu

**RECEIVED**

MAR 14 2003

Facilities Mgt. Div.

To: Jack Moody, McLean County  
From: Randy Reid  
CC:  
Date: 03/14/03  
Re: WW1 Memorial Plaque Restoration

After inspecting the plaque in the McBarnes Building I have put together this estimate for restoration:

Work to be performed-

- Strip existing painted surface, remove oxidation. I assume it was painted due to the heavy oxidation it sustained from the fire that it had endured. Dark areas can be seen through the paint.
- Bring up original satin bronze finish on lettering, picture reliefs, columns, etc.
- Patina background, which will be a dark brown/black using liver of sulphur. Seal with Incralac. Incralac is an architectural bronze sealant.
- Total costs would be estimated at \$3,000.00

I did notice that there are screws that do not match throughout the plaque, It looks that they have been replaced here and there throughout the years. I feel it would look better visually to have consistent bronze screws on the plaque.

If this project is given the OK I will not be able to start work on it until late May.

Thank you for giving me this opportunity.

Sincerely,

Randy Reid





HIGHWAY DEPARTMENT  
John E. Mitchell County Engineer  
(309) 683-9445 FAX (309) 662-8038  
102 S. Towanda-Barnes Rd. Bloomington, Illinois 61704

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Date: April 1, 2003

To: McLean County Transportation Committee

From: John E Mitchell

Re: IDOT Intergovernmental Agreement for McLean County Geographic Information System

The Intergovernmental Agreement between IDOT and McLean County to develop Geographic Information System (GIS) provides that the County will receive \$80,000 as reimbursement for furthering the County's GIS Program. The specific items and services are shown in Part 5 of the Intergovernmental Agreement.

The main item this grant will allow is the GIS use for various County Departments and other planning, training and hardware is also involved. That grant will be received as a reimbursement to the County upon program billings. We intend to purchase the hardware and software necessary and hire a GIS Specialist as a County Employee to actually do the work.

Attached to this memo, is my memo of September 24, 2002, which explained the grant to the Transportation Committee when applied for along with that is the grant application. Since the grant announcement was submitted, IDOT has capped these grants at \$80,000. IDOT funds being matched by \$20,000 local funds. McLean County was very fortunate to be included in the first years grant list. Our original budget for that project included a GIS Specialist and a Support Person. Because the state money has been cut from \$100,000 to \$80,000, it would appear the best way to make the grant work is to eliminate the Support Person from the project. This would make the proposed budget for the GIS grant as follows:

**McLean County**  
**Geographical Information System Funding**  
**Grant Application Budget**  
(Revised 03/21/03)

**Personnel**

1.	GIS Specialist (Grade 11)	\$43,000
2.	Fringe Benefits	<u>\$10,000</u>
	<b>Subtotal Personnel</b>	<b>\$53,000</b>

**Training**

1.	Training	\$12,000
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**Hardware & Software**

1.	Hardware & Software	<u>\$35,000</u>
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**Total Project**      **\$100,000**

**Funding Sources for IDOT Geographical Information System**

1.	IDOT GIS Grant	\$ 80,000
2.	McLean County	<u>\$ 20,000</u>

**Total Project**      **\$100,000**

The \$20,000 McLean County portion of this grant I would propose would be funded from the McLean County Highway Department County Highway Fund Personnel Budget at \$10,000 and \$10,000 from other County funds.

The GIS for McLean County needs to continue into the future. The benefits to the various County Departments and Public will be numerous once the GIS Specialist is able to provide applications for use. The future funding of this program could come from the GIS Recorder fee along with part of the money saved from not contracting with Sidwell, and, a fee set for each of the using Departments will be sufficient to enable this program to continue.

McLean County has been working with Bloomington, Normal, and McLean County Regional Planning Commission on the regular GIS Project. The grant will allow the County to utilize and receive benefits of this ongoing project. Bloomington and Normal both have had personnel on staff to perform application for quite some time. This grant will allow the County to develop the applications needed for our specialized departments.

As this is a Department of Transportation grant, we feel that the GIS Specialist and hardware should start out in the Highway Department. As the County offices move to the new Government Center, we feel that the GIS Specialist and associated hardware would better work from the Building and Zoning Department as it would be more readily available to most County Departments. Mr. Phil Dick, Director of Building and Zoning, Mr. Bob Kahman, Supervisor of Assessments, and Mr. John Zeunik, County Administrator, have been working with me on this grant and concur with the above.



# Illinois Department of Transportation

## Intergovernmental Agreement

Governmental Body Name McLean County			
Address 102 South Towanda-Barnes Road			
City, State, Zip Bloomington, Illinois 61704			
Remittance Address (if different from above)			
City, State, Zip			
Telephone Number 309/663-9445	Fax Number 309/662-8038	FEIN/TIN 37-6001569	
Brief Description of Service (full description specified in Part 5) The funds for this project will be used to develop a Geographic Information System (GIS) in McLean County.			
Compensation Method (full details specified in Part 6) Flat Rate	Travel Expense <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Agreement Term From: Execution
Total Compensation Amount \$80,000	Travel Amount \$0	Advance Pay <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	To: December 31, 2005

### REQUIRED SIGNATURES

By signing below, GOVERNMENTAL BODY and DEPARTMENT agree to comply with and abide by all provisions set forth in Parts 1-6 herein and any Appendices thereto.

FOR THE GOVERNMENTAL BODY: McLean County

\_\_\_\_\_  
Signature of Authorized Representative

Michael F. Sweeney, Chairman McLean County Board 4/15/03  
Type or Print Name of Authorized Representative Date

FOR THE DEPARTMENT:

\_\_\_\_\_  
Randall S. Blankenhorn, Bureau Chief, Urban Program Planning

\_\_\_\_\_  
Edward R. Gower, Chief Counsel (Approved as to form)

\_\_\_\_\_  
Linda M. Wheeler, Director, Planning and Programming

\_\_\_\_\_  
Randy K. Vereen, Director, Finance & Administration

\_\_\_\_\_  
Timothy W. Martin, Secretary of Transportation Date



# Illinois Department of Transportation

## INTERGOVERNMENTAL AGREEMENT

FOR

McLEAN COUNTY

This Agreement is by and between

**McLean County**

Please type or print legibly GOVERNMENTAL BODY's legal name and address

**102 South Towanda-Barnes Road**

**Bloomington, Illinois 61704**

**Attention: John Mitchell**

**E-Mail: jackm@mclean.gov**

hereinafter called the GOVERNMENTAL BODY, and the State of Illinois, acting by and through its Department of Transportation, hereinafter called the DEPARTMENT.

Part 1	Scope/Compensation/Term
Part 2	General Provisions
Part 3	Federally Funded Agreements
Part 4	Specific Provisions
Part 5	Scope of Services/Responsibilities
Part 6	Compensation for Services

### PART 1

#### SCOPE / COMPENSATION / TERM

**A. Scope of Services and Responsibilities.** The DEPARTMENT and the GOVERNMENTAL BODY agree as specified in Part 5.

**B. Compensation.** Compensation (if any) shall be as specified in Part 6.

**C. Term of Agreement.** The term of this Agreement shall be from execution to December 31, 2005.

**D. Amendments.** All changes to this Agreement must be mutually agreed upon by DEPARTMENT and GOVERNMENTAL BODY and be incorporated by written amendment, signed by the parties.

**E. Renewal.** This Agreement may be renewed upon written agreement by the parties.

## **PART 2**

### **GENERAL PROVISIONS**

**A. Changes.** If any circumstance or condition in this Agreement changes, GOVERNMENTAL BODY must notify the DEPARTMENT in writing within seven days.

**B. Compliance/Governing Law.** The terms of this Agreement shall be construed in accordance with the laws of the State of Illinois. Any obligations and services performed under this Agreement shall be performed in compliance with all applicable state and federal laws.

**C. Non-Appropriation.** This Agreement is subject to termination and cancellation in any year for which the General Assembly or the United States Congress fails to make an appropriation to make payments under the terms of the Agreement.

**D. Records Inspection.** The DEPARTMENT or a designated representative shall have access to GOVERNMENTAL BODY'S work and applicable records whenever it is in preparation or progress, and the GOVERNMENTAL BODY shall provide for such access and inspection.

**E. Records Preservation.** The GOVERNMENTAL BODY, shall maintain for a minimum of **three years** after the completion of the Agreement, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the Agreement.

**F. Subcontracting/Selection Procedures/Employment of Department Personnel.** Subcontracting, assignment or transfer of all or part of the interests of the GOVERNMENTAL BODY concerning any of the obligations covered by this Agreement is prohibited without prior written consent of the DEPARTMENT.

Competitive selection procedures shall be used to procure services or materials from any private or non-governmental entity having a total value of more than \$10,000. The Request for Proposal shall be publicized, proposals shall be solicited from an adequate number of qualified sources, negotiations are normally conducted with more than one source, and a cost reimbursement contract shall be awarded based on a technical evaluation of the proposals received. Award may be made to the responsible offeror whose proposal will be most advantageous to the procuring party, price and other factors considered. Unsuccessful offerors should be notified promptly. The GOVERNMENTAL BODY shall include a requirement in all contracts with third parties that the contractor or consultant will comply with the requirements of this Agreement in performing such contract, and that the contract is subject to the terms and conditions of this Agreement.

GOVERNMENTAL BODY will not employ any person or persons currently employed by the DEPARTMENT for any work required by the terms of this Agreement.

## **PART 3**

### **FEDERALLY FUNDED AGREEMENTS**

This Part shall be applicable only to federally funded Agreements.

**A. Certification Regarding Lobbying.** GOVERNMENTAL BODY certifies compliance with Section 319 of Public Law 101-102 covering government-wide restrictions on lobbying, which provides that no federal appropriated funds have been paid or will be paid, by or on behalf of the GOVERNMENTAL BODY, to any person for influence or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.

GOVERNMENTAL BODY further certifies that if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this contract, grant, loan or cooperative agreement, the GOVERNMENTAL BODY shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite to making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code, as amended. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The GOVERNMENTAL BODY also agrees that GOVERNMENTAL BODY shall require that the language of this certification will be included in all lower tier subcontracts and that all subcontractors, will certify and disclose accordingly.

**B. Civil Rights.** As required by 49 U.S.C. 5332, as amended, (which prohibits discrimination on the basis of race, color, creed, national origin, sex or age, and prohibits discrimination in employment or business opportunity), Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d, and U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act," 49 CFR part 21 at 21.7, the GOVERNMENTAL BODY assures that it will comply with all requirements of 49 CFR part 21, as amended; FTA Circular 4702.1, "Title VI Program Guidelines for Federal Transit Administration Recipients," and other applicable directives, so that no person in the United States, on the basis of race, color, national origin, creed, sex or age will be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination in any program or activity (particularly in the level and quality of transportation services and transportation-related benefits) for which the GOVERNMENTAL BODY receives Federal assistance awarded by the U.S. DOT or FTA as follows:

1. The GOVERNMENTAL BODY assures that each project will be conducted, property acquisitions will be undertaken, and project facilities will be operated in accordance with all applicable requirements of 49 U.S.C. 5332, as amended, and 49 CFR part 21, as amended, and understands that this assurance extends to its entire facility and to facilities operated in connection with the project.

2. The GOVERNMENTAL BODY assures that it will take appropriate action to ensure that any transferee receiving property financed with Federal assistance derived from FTA will comply with the applicable requirements of 49 U.S.C. 5332, as amended, and 49 CFR part 21, as amended.

3. The GOVERNMENTAL BODY assures that it will promptly take the necessary actions to effectuate this assurance, including notifying the public that complaints of discrimination in the provision of transportation-related services or benefits may be filed with the U.S. DOT or FTA. Upon request by the U.S. DOT, FTA or the DEPARTMENT, the GOVERNMENTAL BODY assures that it will submit the required information pertaining to its compliance with these requirements.

4. The GOVERNMENTAL BODY assures that it will make any changes in its 49 U.S.C. 5332, as amended, and Title VI implementing procedures as the U.S. DOT, FTA or the DEPARTMENT may request.

5. As required by 49 CFR 21.7(a)(2), as amended, the GOVERNMENTAL BODY will include in each third party contract or subagreement, provisions to invoke the requirements of 49 U.S.C. 5332, as amended, and 49 CFR part 21, as amended, and include provisions to invoke those requirements in deeds and instruments recording the transfer of real property, structures, improvements.

**C. Control of Property.** GOVERNMENTAL BODY certifies that the control, utilization and disposition of property or equipment acquired using federal funds is maintained according to the provisions of A-102 Common Rule.

**D. Cost Principles.** The cost principles of this Agreement are governed by the cost principles found in Title 48, Code of Federal Regulations, subpart 31, as amended; and all costs included in this Agreement are allowable under Title 48, Code of Federal Regulations, part 31, as amended.

**E. Debarment.** GOVERNMENTAL BODY shall comply with Debarment provisions as contained in 49 Code of Federal Regulations, Part 29, including Appendices A and B as amended. GOVERNMENTAL BODY certifies that to the best of its knowledge and belief, GOVERNMENTAL BODY and GOVERNMENTAL BODY's principals: a) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency; b) within a three-year period preceding this Agreement have not been convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in subsection (b), above; d) have not within a three-year period preceding this Agreement had one or more public transactions (federal, state or local) terminated for cause or default.

The inability of a prospective GOVERNMENTAL BODY to certify to the certification in this section will not necessarily result in denial of participation in this Agreement. The prospective GOVERNMENTAL BODY shall submit an explanation of why it cannot provide the certification in this section. This certification is a material representation of fact upon which reliance was placed when the DEPARTMENT determined whether to enter into this transaction. If it is later determined that GOVERNMENTAL BODY knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the DEPARTMENT may terminate this Agreement for cause. The GOVERNMENTAL BODY shall provide immediate written notice to the DEPARTMENT if at any time the GOVERNMENTAL BODY learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this Part shall have the meaning set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549.

The GOVERNMENTAL BODY agrees that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized, in writing, by the DEPARTMENT. The GOVERNMENTAL BODY agrees that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the DEPARTMENT, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. The GOVERNMENTAL BODY may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless GOVERNMENTAL BODY knows the certification is erroneous. GOVERNMENTAL BODY may decide the method and frequency by which it determines the eligibility of its principals. Each GOVERNMENTAL BODY may, but is not required to, check the Nonprocurement List. If a GOVERNMENTAL BODY knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible or voluntarily excluded from participation, in addition to other remedies available to the federal government, the DEPARTMENT may terminate this Agreement for cause or default.



Nothing contained in this section shall be construed to require establishment of a system of records in order to render in good faith the certification required by this section. The knowledge and information of a GOVERNMENTAL BODY is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

**F. Single Audit.** The Single Audit Act of 1984 (Public Law 98-502) and the Single Audit Amendments of 1996 (P.L. 104-156) require the following:

1. State or local governments that receive \$300,000 or more a year in federal financial assistance shall have an audit made in accordance with the Office of Management and Budget (OMB) Circular No. A-133.
2. State or local governments that receive less than \$300,000 a year shall be exempt from compliance with the Act and other federal requirements.
3. Nothing in this paragraph exempts state or local governments from maintaining records of federal financial assistance or from providing access to such records to federal Agencies, as provided for in federal law or in Circular A-133 "Audits of States, Local Governments and Non-Profit Organizations."
4. A copy of the audit report must be submitted to the DEPARTMENT within 30 days after completion of the audit, but no later than one year after the end of the GOVERNMENTAL BODY's fiscal year.

**G. Drug-Free Workplace.** The GOVERNMENTAL BODY shall comply with the federal Drug-Free Workplace Act, as contained in 42 United States Code Section 702, as amended, and 49 Code of Federal Regulations, Part 29, Subpart F and Appendix C as amended.

**H. Disadvantaged Business Enterprise Assurance.** In accordance with 49 CFR 26.13(a), as amended, the GOVERNMENTAL BODY assures that it shall not discriminate on the basis of race, color, national origin, or sex in the implementation of the project and in the award and performance of any third party contract, or subagreement supported with Federal assistance derived from the U.S. DOT or in the administration of its Disadvantaged Business Enterprise (DBE) program or the requirements of 49 CFR part 26, as amended. The GOVERNMENTAL BODY assures that it shall take all necessary and reasonable steps set forth in 49 CFR part 26, as amended, to ensure nondiscrimination in the award and administration of all third party contracts and subagreements supported with Federal assistance derived from the U.S. DOT. The GOVERNMENTAL BODY'S DBE program, as required by 49 CFR part 26, as amended, will be incorporated by reference and made a part of this Agreement for any Federal assistance awarded by FTA or U.S. DOT. Implementation of this DBE program is a legal obligation of the GOVERNMENTAL BODY, and failure to carry out its terms shall be treated as a violation of the Agreement. Upon notification by the Federal Government or the DEPARTMENT to the GOVERNMENTAL BODY of its failure to implement its approved DBE program, the U.S. DOT may impose sanctions as provided for under 49 CFR part 26, as amended, and may in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001, as amended, and/or the Program Fraud Remedies Act, 31 U.S.C. 3801 et seq., as amended.

**I. Assurance of Nondiscrimination on the Basis of Disability.** As required by U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," at 49 CFR 27.9, as amended, the GOVERNMENTAL BODY assures that, as a condition to the approval or extension of any Federal assistance awarded by FTA to construct any facility, obtain any rolling stock or other equipment, undertake studies, conduct research, or to participate in or obtain any benefit from any program administered by FTA, no otherwise qualified person with a disability shall be, solely by reason of that disability, excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any program or activity receiving or benefiting from Federal assistance administered by the FTA or any entity within U.S. DOT. The GOVERNMENTAL BODY assures that project implementation and operations so assisted will comply with all applicable requirements of U.S. DOT regulations implementing the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794 et seq., as amended, and the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 et seq., as

amended, and implementing U.S. DOT regulations at 49 CFR parts 27, 37 and 38, as amended, and any applicable regulations and directives issued by other Federal departments or agencies.

**J. Procurement Compliance Certification.** The GOVERNMENTAL BODY certifies that its procurement system will comply with all applicable requirements imposed by Federal laws, executive orders, or regulations and the requirements of FTA Circular 4220.1D, "Third Party Contracting Requirements," as amended and revised, as well as other requirements FTA may issue. The GOVERNMENTAL BODY certifies that it will include in its contracts financed in whole or in part with FTA assistance all clauses required by Federal laws, executive orders, or regulations, and will ensure that each subrecipient and each contractor will also include in its subagreements and contracts financed in whole or in part with FTA assistance all applicable clauses required by Federal laws, executive orders, or regulations.

**K. Intelligent Transportation Systems Program.** In compliance with Section VII of FTA Notice, "FTA National ITS Architecture Policy on Transit Projects," at 66 Fed. Reg. 1459, January 8, 2001, in the course of implementing an ITS project, the GOVERNMENTAL BODY assures that it will comply, and require its third party contractors and subrecipients to comply with all applicable requirements imposed by Section V (Regional ITS Architecture) and Section VI (Project Implementation) of that Notice.

All of the requirements listed in Part 3, paragraphs A through K apply to the Project. The GOVERNMENTAL BODY agrees to include these requirements in each contract and subcontract financed in whole or in part with Federal assistance provided by the Federal Transit Administration (FTA) or other federal funding sources.

#### **PART 4 SPECIFIC PROVISIONS**

**A. Invoices.** The amount shown on each invoice shall be in accordance with the rates established in Part 6. All non-labor costs, if allowable, shall be listed and itemized as provided in Part 6.

Any invoices/bills issued by the GOVERNMENTAL BODY to the DEPARTMENT pursuant to this Agreement shall be sent to the following address:

**Illinois Department of Transportation  
Office of Planning and Programming  
2300 South Dirksen Parkway, Room 307  
Springfield, Illinois 62764  
Attention: Juanita S. Akers**

All invoices shall be signed by an authorized representative of the GOVERNMENTAL BODY.

**B. Billing and Payment.** All invoices for services performed and expenses incurred by GOVERNMENTAL BODY prior to July 1st of each year must be presented to the DEPARTMENT no later than July 31 of that same year for payment under this Agreement. Notwithstanding any other provision of this Agreement, the DEPARTMENT shall not be obligated to make payment to GOVERNMENTAL BODY on invoices presented after said date. Failure by GOVERNMENTAL BODY to present such invoices prior to said date may require GOVERNMENTAL BODY to seek payment of such invoices through the Illinois Court of Claims and the Illinois General Assembly. No payments will be made for services performed prior to the effective date of this Agreement. The DEPARTMENT will send all payments to the GOVERNMENTAL BODY's remittance address listed in this Agreement.

**C. Termination.** If the DEPARTMENT is dissatisfied with the GOVERNMENTAL BODY's performance or believes that there has been a substantial decrease in the GOVERNMENTAL BODY's performance, the DEPARTMENT may give written notice that remedial action shall be taken by the GOVERNMENTAL BODY within seven (7) calendar days. If such action is not taken within the time

afforded, the DEPARTMENT may terminate the Agreement by giving seven (7) days written notice to the GOVERNMENTAL BODY. Additionally, the Department may terminate the Agreement by giving **thirty (30) days** written notice. In either instance, the GOVERNMENTAL BODY shall be paid for the value of all authorized and acceptable work performed prior to the date of termination, based upon the payment terms set forth in the Agreement.

**D. Location of Service.** Service to be performed by the GOVERNMENTAL BODY shall be performed as described in Part 5.

**E. Ownership of Documents/Title to Work.** All documents, data and records produced by GOVERNMENTAL BODY in carrying out GOVERNMENTAL BODY's obligations and services hereunder, without limitation and whether preliminary or final, shall become and remain the property of the **Department**. The DEPARTMENT shall have the right to use all such documents, data and records without restriction or limitation and without additional compensation to GOVERNMENTAL BODY. All documents, data and records utilized in performing research shall be available for examination by the DEPARTMENT upon request. Upon completion of the services hereunder or at the termination of this Agreement, all such documents, data and records shall, at the option of the DEPARTMENT, be appropriately arranged, indexed and delivered to the DEPARTMENT by GOVERNMENTAL BODY.

**F. Software.** All software and related computer programs produced and developed by GOVERNMENTAL BODY (or authorized contractor or subcontractor thereof) in carrying out GOVERNMENTAL BODY's obligation hereunder, without limitation and whether preliminary or final, shall become and remain the property of both DEPARTMENT and GOVERNMENTAL BODY. The DEPARTMENT shall be free to sell, give, offer or otherwise provide said software and related computer programs to any other agency, department, commission, or board of the State of Illinois, as well as any other agency, department, commission, board, or other governmental entity of any country, state, county, municipality, or any other unit of local government, or to any entity consisting of representatives of any unit of government, for official use by said entity. Additionally, the DEPARTMENT shall be free to offer or otherwise provide said software and related computer programs to any current or future contractor.

The DEPARTMENT agrees that any entity to whom the software and related computer programs will be give, sold or otherwise offered shall be granted only a use license, limited to use for official or authorized purposes, and said entity shall otherwise be prohibited from selling, giving or otherwise offering said software and related computer programs without the written consent of both DEPARTMENT and GOVERNMENTAL BODY.

**G. Confidentiality Clause.** Any documents, data, records, or other information given to or prepared by GOVERNMENTAL BODY pursuant to this Agreement shall not be made available to any individual or organization without prior written approval by the DEPARTMENT. All information secured by GOVERNMENTAL BODY from the DEPARTMENT in connection with the performance of services pursuant to this Agreement shall be kept confidential unless disclosure of such information is approved in writing by the DEPARTMENT.

**H. Reporting/Consultation.** GOVERNMENTAL BODY shall consult with and keep the DEPARTMENT fully informed as to the progress of all matters covered by this Agreement.

**I. Travel Expenses.** No expenses for travel, lodging, or per diem shall be paid by the DEPARTMENT pursuant to this Agreement.

**J. Indemnification.** Unless prohibited by State law, the GOVERNMENTAL BODY agrees to hold harmless and indemnify the DEPARTMENT, and its officials, employees, and agents, from any and all losses, expenses, damages (including loss of use), suits, demands and claims, and shall defend any suit or action, whether at law or in equity, based on any alleged injury or damage of any type arising from the actions or inactions of the GOVERNMENTAL BODY and/or the GOVERNMENTAL BODY's employees, officials, agents, contractors and subcontractors, and shall pay all damages, judgments, costs, expenses, and fees, including attorney's fees, incurred by the DEPARTMENT and its officials, employees and agents in connection therewith.

**K. Equal Employment Opportunities, Affirmative Action, Sexual Harassment.** The GOVERNMENTAL BODY will comply with the Illinois Human Rights Act with respect to public contracts, including equal employment opportunity, refraining from unlawful discrimination and having a written sexual harassment policy.

## **PART 5**

### **Scope of Service/Responsibilities**

#### **McLean County Geographic Information System**

The Department will provide funding to the Governmental Body to develop a Geographic Information System (GIS). The GIS will assist the Governmental Body in planning for future transportation needs and projects. The Governmental Body will perform the following activities related to the development of the GIS through the services of a consultant, if necessary, who will provide to the Governmental Body:

#### **Items and Services to be Delivered**

- Further the Governmental Body's GIS system design;
- Through a study, provide prioritization of custom applications throughout the county;
- Purchase and installations of software for G.I.S. use;
- Purchase and installations of hardware for G.I.S. use;
- Provide training for county personnel;
- Provide GIS application development;
- Develop an accident layer that will provide data and maps of accident locations that can be used to determine safety project and routine project planning;
- The GASB-34 infrastructure requirement will be made more available and better reported;
- Display current traffic flows and projected traffic flows;
- Develop Transportation Planning tools.

#### **Project Deliverables**

Digital deliverables will be accepted in the most recent versions of AutoCAD and ArcView software on CD-ROM, or other mutually agreed upon format. To procure deliveries in a reasonable and consistent timeframe, files will be delivered in a manner that considers both time and cost efficiency. The Governmental Body will provide access to the Department of the following:

- A copy of the study which will provide prioritization of custom applications throughout the county

The data developed through this agreement may be provided to other governmental bodies by either the Department or the Governmental Body without further consultation. Any other distribution shall require the consent of both the Department and the Governmental Body.

## **PART 6**

### **COMPENSATION FOR SERVICES**

#### **Participation:**

State Planning and Research (SPR) Funds  
Federal Funding Through Department  
Funding Through Governmental Body

	\$80,000	80%
	\$20,000	20%
<b>TOTAL</b>	<b>\$100,000</b>	<b>100%</b>



INTER-OFFICE COMMUNICATION  
DEPARTMENT OF BUILDING AND ZONING  
Phone: 888-5160

TO: Chairman, Matt Sorensen and Finance Committee

FROM: Mike Behary, County Planner

DATE: March 25, 2003

RE: **Applications and Purchase of Service Agreement for SHOW BUS**

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The attached applications are for Section 5311 federal transit funding for Fiscal Year 2004. These applications are with the Illinois Department of Transportation and coincide with their fiscal year. There are two applications for funding: 1) a regular operating application; and 2) a vehicle procurement application. These applications include a purchase of service agreement between McLean County and SHOW BUS that is similar to the one now in effect. Attached are key sections of the applications and the purchase of service agreement. Please see the complete documents at the Department of Building and Zoning. A public hearing is required for the Vehicle Procurement application and will be held before the County Board meeting at 9:00 a.m. on April 15, 2003.

Laura Dick the Director of SHOW BUS, Philip Dick the Director of Building & Zoning and I will be present at the April 1<sup>st</sup> Finance Committee meeting to answer any questions or concerns. Please call me if I can be of further assistance.

Enclosure: Operating Assistance Application, Vehicle Procurement Application, and Purchase of Service Agreement

Illinois Department of Transportation

State Fiscal Year 2004

Section 5311 Non-Metro Public Transportation

Operating Assistance Grant Application  
and  
Intercity Bus Grant Application

Submitted By

McLean County

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Exhibit E	Applicant's Certification of Intent
Exhibit F	Sample Board Resolution
Exhibit G	Sample Ordinance
Exhibit H	Standard Certifications and Assurances
Exhibit I	Non-Vehicle Capital Asset Inventory (Not available in electronic format)
Exhibit J	Vehicle Asset Inventory (Not available in electronic format)



## I. Introduction

The United States Department of Transportation, Federal Transit Administration provides federal financial assistance funds for public transportation in nonurbanized areas (Section 5311 Non-Metro Public Transportation Program -- formerly Section 18). The Federal Transit Administration (FTA), on behalf of the Secretary of Transportation, apportions the funds appropriated annually to the Governor of each state for public transportation projects in nonurbanized areas. The statutory formula is based solely on the nonurbanized population of the states. Each state prepares an annual program of projects, which must provide for fair and equitable distribution of funds within the states, including Indian reservations, and must provide for maximum feasible coordination with transportation services assisted by other Federal sources. Article III of the Downstate Public Transportation Act (30 ILCS 740/2-1 et seq., formerly Ill. Rev. Stat. ch. 111 2/3, Section. 661 et seq.) authorizes the Illinois Department of Transportation to receive and expend Section 5311 funds allotted to Illinois.

The goals of the nonurbanized formula program are: to enhance the access of people in nonurbanized areas to health care, shopping, education, employment, public services and recreation; to assist in the maintenance, development, improvement, and use of public transportation systems in rural and small urban areas; to encourage and facilitate the most efficient use of all Federal funds used to provide passenger transportation in nonurbanized areas through the coordination of programs and services; to assist in the development and support of intercity bus transportation; and to provide for the participation of private transportation providers in nonurbanized transportation to the maximum extent feasible.

Prospective applicants are advised that the Department has published administrative regulations for the Illinois Section 5311 program under Part 601 of the Illinois Department of Transportation Rules and Regulations entitled "Regulations for Public Transportation Assistance to New Programs in Nonurbanized Areas." These regulations, which prescribe procedures and requirements to be followed by applicants for Section 5311 funding, should be carefully reviewed prior to an applicant's submission of a Section 5311 Application. In order to be considered for funding, prospective grantees must submit a fully completed application (Sections I -- VIII and Section X for Rural General Public Operating Assistance and Sections IX for Intercity Bus Assistance).

To assist applicants ensure that applications packages are complete, an "Application Checklist" in this section has been provided. Applicants must complete and submit this completed checklist in their application package.

## Section 5311 Non-Metro Operating Assistance Grant Application Checklist

*(Must be completed and submitted with Application.)*

1. ☒ Non-Metro Operating Assistance Grant Application Checklist
2. ☒ Completed Copy of Standard Form 424 (Exhibit A)
3. ☒ Operating Entity Certification (One for each operator)
4. ☒ Executed Agreement to Terms and Conditions of Special Warranty (Exhibit B)
5. ☒ Fully Completed Proposed FY 2004 Budget (Exhibit C)
6. ☒ Applicant's Certificate of Intent (Exhibit E)
7. ☒ Executed Resolution of the Governing Board (Exhibit F)
8. ☒ Executed County Ordinance to Operate a Public Transit Project (Exhibit G)
9. ☒ Executed Certifications and Assurances for Grantees (Exhibit H)
10. ☒ Executed Affirmation of Applicant's Attorney (Contained in Exhibit H)
11. ☒ Fully completed Non-Vehicle Capital Asset Inventory (Exhibit I)
12. ☒ Fully completed Vehicle Asset Inventory (Exhibit J)
13. ☒ Maps of the service area (Attachment I)
14. ☒ Copies of Material Documenting Private Sector Effort (Attachment II)
15. ☒ Grantee/Operator Organization Charts (Attachment III)
16. ☐ Indirect Costs Rate Proposal (Attachment IV)
17. ☐ Copy of Most Recent Audit (Attachment V)

### Comments

All costs are direct costs. Therefore, no cost allocation plan is being submitted.

**Fixed route system** means a system of transporting individuals (other than by aircraft), including the provision of designated public transportation service by public entities and the provision of transportation service by private entities, including, but not limited to, specified public transportation service, on which a vehicle is operated along a prescribed route according to a fixed schedule.

**Demand responsive system** means any system of transporting individuals, including the provision of designated public transportation service by public entities and the provision of transportation service by private entities, including but not limited to specified public transportation service, which is not a fixed route system.

**Route deviation system** means a system of transporting individuals (other than by aircraft), including the provision of designated public transportation service by public entities and the provision of transportation service by private entities, including, but not limited to, specified public transportation service, on which a vehicle is operated along a prescribed route according to a fixed schedule where the system permits user-initiated deviations of vehicles from the prescribed routes.

**Commuter bus service** means fixed route bus service, characterized by service predominantly in one direction during peak periods, limited stops, use of multi-ride tickets, and routes of extended length, usually between the central business district and outlying suburbs. Commuter bus service may also include other service, characterized by a limited route structure, limited stops, and a coordinated relationship to another mode of transportation.

## B. System Service Area

### 1. Core Service Area

In the space below, please identify the geographic area that is to be served by this Section 5311 grant. The core service area is defined as the geographic area in which Section 5311 service is provided by this grant, as supported by the grantees Board Resolution and any Intergovernmental Agreements with other governmental entities. The service area does not include areas served through incidental services such as charter services or extended commuter routes.

County Served	Square Mileage	Population
Ford	468	14,241
Iroquois	1,120	31,334
Livingston	1,043	39,678
McLean (rural area only)	1,184	40,249

If existing maps are available, that show the dimensions of the geographic service area, please attach to the application. If no existing maps are available, please draw a reasonable representation of the service area that clearly shows geographic limits of the service area. Please indicate on the map the street or road names where service is provided. The map does not need to be an exact or official representation; rather, it is mainly intended to convey the project service area. Include this information as Attachment I to the application.

## 2. Services Provided Outside the Core Service Area

Since the goal of Section 5311 is to enhance access of people living in nonurbanized areas to activities, Section 5311 projects may include transportation to and from urbanized areas or provide services to other destinations that extend beyond the core service. In this section, list the extended services operated outside the core service area. Examples of such routes would be regularly or periodic shopping trips to an urban center, services provided to regional medical facilities under a contract to a human service agency, or similar service.

In the table below, list or describe the services provided by the project that meet the criterion above for periodic or regularly scheduled services provided outside the core service area. Note: Do not include charter services in this section. Services provided to destinations located outside Illinois should be addressed in Section III.B.3.

### Example:

#### *Extended Service Provided*

#### *Frequency*

*Shopping Trip to Springfield*

*Every 3<sup>rd</sup> Tuesday*

Extended Service Provided	Frequency
Iroquois County to Kankakee (service mainly to dialysis unit located in Kankakee)	Three times a week
Iroquois County to Champaign (service restricted to medical)	Every Tuesday
Ford County to Champaign (service primarily medical)	2 <sup>nd</sup> and 4 <sup>th</sup> Monday

Note: Use additional pages if necessary.

## 3. Services Provided to Out-of-State Destinations

The services provided by a Section 5311 project may include destinations across a state line. Operators of interstate service are required to register with the Federal Motor Carrier Safety Administration (FMCSA). Projects that provide service to out-of-state destinations on a regular, periodic, or even an infrequent basis must notify IDOT for additional guidance.

Each project must complete this section of the application. You must check one of the following boxes:

- ☐ This project operates regular or special transit service to out-of-state destinations on a regular, periodic, or infrequent basis.
- ☒ This project never operates regular or special service to out-of-state destinations.

### C. Proposed Service Levels

#### 1. Passenger Trips

In this section, project the total number of passenger trips to be provided under the project by all operators of public transportation services. For purposes of completing this section, "Trip" is defined as a one-way trip by a transit vehicle in revenue service starting at one point of a route and ending at another point. A round trip is counted as two separate trips. Transfers (if applicable), are counted separately and should not be reported here.

Projected number of total system (all operators) passenger trips: 32,000

If there is more than one operator of public transit services under the project, provide the number of projected total passenger trips by operator. In completing this table, IDOT notes that operators may be engaged in other, non-public transit services that are not eligible for reimbursement under the project. Operators should identify total passenger trips and trips to be operated in public transit service in accordance with the project service plan:

Operator	Total Number of Passenger Trips Provided by Operator
SHOW BUS	32,000

## 2. Vehicle Miles

In this section, project the total number of vehicle miles to be provided under the project by all operators of public transportation services:

Projected number of total system (all operators) vehicle miles : 250,000

If there is more than one operator of public transit services under the project, provide the number of projected total vehicle miles by operator. In completing this table, IDOT notes that operators may be engaged in other, non-public transit services that are not eligible for reimbursement under the project. Operators should identify total mileage and mileage to be operated in public transit service in accordance with the project service plan:

Operator	Total Number of Vehicle Miles Provided by Operator
SHOW BUS	250,000

## 3. Intercity Bus Service

Intercity bus service miles (estimated) 50,000

## 4. Charter Services

Charter Service means transportation using buses or vans, or facilities funded by the Federal Transit Administration of a group of persons who pursuant to a common purpose, under a single contract, at a fixed charge (in accordance with the carrier's tariff) for the vehicle or service, have acquired the exclusive use of the vehicle or service to travel together under an itinerary either specified in advance or modified after having left the place of origin.

FTA grantees are prohibited from using federally funded equipment and facilities to provide charter service except on an incidental basis and when one or more of the seven (7) exemptions set forth in 49 CFR Section 604.9 (b) apply:

- ♦ A Section 5311 grantee/operator may provide incidental charter service if it determines, on an annual basis, that there are no private charter operators willing and able to provide the service. An annual public

C. Operating Entity Certification

For each proposed operator(s) please provide a fully completed and executed copy of the following (*this document should be completed and signed by the operator, if different from the grantee/applicant*):

Robert O. Bertsche hereby certifies that  
(Name of Authorized Official)

Meadows Mennonite Retirement Community, d/b/a SHOW BUS is organized as :  
(Name of Operator Agency)

(Check one)

- |  |   |
|--|---|
| <input type="checkbox"/> An individual                   | <input type="checkbox"/> a partnership        |
| <input checked="" type="checkbox"/> A private non-profit | <input type="checkbox"/> a private for-profit |
| <input type="checkbox"/> A municipal corporation         | <input type="checkbox"/> other                |

[Click here and type other explanation]

And that Meadows Mennonite Retirement Community, d/b/a SHOW BUS's  
(Name of operator)

Federal Employer's Identification Number

is 37-7091831.

\_\_\_\_\_  
Officer or Official Signature

CEO, Meadows Mennonite Retirement Community  
Title

\_\_\_\_\_  
Date

D. Grantee Contact Person

Please list the Grantee's contact person responsible for project and financial oversight:

Name: Michael Behary

Title: Grant Project Manager for McLean County

Phone: 309-888-5160

Fax Number: 309-888-5768

E-Mail: mbehary@McLean.gov

E. Operator Contact Person(s)

Please list the Operator's contact person(s) responsible for project and financial management:

Operator	Contact Name	Title	Phone	E-Mail
SHOW BUS	Laura Dick	Director	309-747-2454	<u>showbus@gridecm</u> <u>.net</u>

F. Lower Tier Relationship Between Grantee and Operator

There are two circumstances when a grantee can enter into a lower tier relationship with a third party to deliver Section 5311 services. First, a grantee follows either state (under the common rule) or Federal procedures outlined in FTA Circular 4220.1D to competitively secure the services of a contractor (using micro purchase, small purchase, Invitation for Bid (IFB), or Request For Proposal procedures (RFP)) to deliver all or some component of Section 5311 services. Second, a state may elect to grant Section 5311 funds to a subrecipient through an intermediary subrecipient, a practice expressly permitted pursuant to FTA Circular 9040.1E, Chapter IV, paragraph 3. FTA uses the example of a state that might pass funds to a nonprofit organization through a local public body. FTA notes that this type of arrangement is not a third party contract.



## B. Operator Organization and Level of Human Resource Effort

In this section, provide a description of the level of effort that will be provided by each operator providing service in the project. List the staff positions, by job title, in the following table. List both personnel whose time will be charged to the project, either as a direct or indirect expense by typing "Direct" or "Indirect" in the second column. Also list if the position will be charged to the Administrative category ("Admin") or the Operating category ("Op"). Finally, list the approximate or estimated number of staff, expressed in terms of Full-Time Equivalents (FTEs) in the last column.

Submit one table for each operator.

### Operator's Proposed Transportation Employee Utilization: FY 2004

Operator: SHOW BUS

Job Title	Direct or Indirect Staff Position	Administration or Operating? (Admin or Op)	Estimated Full-Time Equivalents (FTEs)
Director	Direct	Admin	1
Office Mgr./Bookkeeper	Direct	Admin	.5
Clerical	Direct	Admin	1
Dispatch	Direct	Op	.5
Drivers	Direct	Op	7.5

For each operator, submit with this application an organization chart showing all functional divisions of the entity with a detailed organizational breakdown of the transportation unit as Attachment III.

## IX. Intercity Bus Operating Assistance Requests

### A. Project Description

☒ Existing Component      ☐ Expanded      ☐ New

Detailed Description of Proposed Intercity Bus Service. For existing service the applicant must submit a printed schedule or timetable for intercity bus service. (Attach additional pages if necessary)

Please see the attached schedule.

### B. Geographical Service Area

Please provide a description of the geographical areas to be served by the intercity bus project (attach additional pages if necessary):

Please refer to the attached schedule.

### C. Project Justification

Please provide the project justification for this intercity bus project (attach additional pages if necessary).

Other than the service provided by SHOW BUS, there are no other public transportation systems offering service between the above destinations. In most instances, people are traveling to destinations offering medical or shopping opportunities not available in the smaller cities.

### D. Proposed Intercity Bus Project Operating Assistance Budget

Use the following budget format for Proposed Intercity Bus Operating Assistance requests.

Preparers of this application are advised to consult the IDOT 5310/5311 Grant Management Manual for further guidance on this section.

## Estimated Intercity Bus Project Financing

### FY 2004 Mileage Share Calculation

A.	Projected Total Section 5311 Program Mileage	<u>D250,000</u>
B.	Projected Total Intercity Bus Mileage	<u>E50,000</u>
C.	Percentage Intercity Bus (D divided by E)	<u>F20%</u>
G.	Total Section 5311 Operating Assistance (50% max of deficit)	<u>\$ 118,000</u>
H.	Intercity Bus Operating Component (F x G)	<u>\$23,600</u>
I.	Total Section 5311 Adm. Assistance(80% of cost maximum)	<u>\$165,180</u>
J.	Intercity Bus Administrative Component (F x I)	<u>\$33,036</u>
K.	Total Local Share (total non FTA/IDOT funds)	<u>\$259,360</u>
L.	Total Intercity Bus Component (H + J)	<u>\$56,636</u>
M.	Total Non Intercity Bus (G+I-L)	<u>\$226,544</u>
	Total Program Cost (K+ L+ M)	<u>\$542,540</u>

APPLICATION FOR  
FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		2. DATE SUBMITTED April 15, 2003	Applicant Identifier
		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION			
Legal Name: McLean County		Organizational Unit:	
Address (give city, county, State, and zip code): McLean County Law & Justice Center 104 W Front, Bloomington, IL 61702		Name and telephone number of person to be contacted on matters involving this application (give area code): Mike Behary 309-888-5160	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 37-6001569		7. TYPE OF APPLICANT: (enter appropriate letter in box) <div style="display: flex; justify-content: space-between;"> <div>           A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District         </div> <div>           H. Independent School Dist. I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify) _____         </div> </div> <input checked="" type="checkbox"/> B	
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) <input type="checkbox"/> <input type="checkbox"/> A. Increase Award    B. Decrease Award    C. Increase Duration D. Decrease Duration    Other(specify): _____		9. NAME OF FEDERAL AGENCY: Federal Transit Administration	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: Section 5311 20-509		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Public transportation operating assistance grant program for the non-urbanized areas of the State of Illinois and a grant for the Rural Public Transportation Assistance Program.	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Non-urbanized counties & cities in the downstate Illinois area			
13. PROPOSED PROJECT		14. CONGRESSIONAL DISTRICTS OF:	
Start Date 7-1-03	Ending Date 6-30-04	a. Applicant Johnson	
15. ESTIMATED FUNDING:		b. Project Johnson	
a. Federal	\$ 283,180.00	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
b. Applicant	\$ .00	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON:	
c. State	\$ .00	DATE April 15, 2003	
d. Local	\$ 218,360.00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
e. Other	\$ .00	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
f. Program Income	\$ 41,000.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
g. TOTAL	\$ 542,540.00	<input type="checkbox"/> Yes If "Yes," attach an explanation. <input checked="" type="checkbox"/> No	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Type Name of Authorized Representative Michael Sweeney		b. Title Chairman McLean County Board	
d. Signature of Authorized Representative		c. Telephone Number 309-888-5110	
		e. Date Signed	

## Acceptance of the Special Warranty

WHEREAS, Section 5311 of the Federal Transit Act of 1964, as amended, makes funds available to help offset certain operating deficits of a system providing public transit service in non-urbanized areas; and

WHEREAS, 49 U.S.C. § 5333(b) requires that fair and equitable arrangements must be made to protect the interests of employees affected by such assistance as a condition of receipt of funds under Section 5311; and

WHEREAS a simplified process for assuring employee protections that accommodates the needs of participants in the Section 5311 program has been agreed upon by the U.S. Department of Labor and the U.S. Department of Transportation by allowing execution of a Special Section 5333(b) Warranty for Section 5311 projects (Special Warranty), which the Secretary of Labor certified on May 31, 1979;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF MCLEAN COUNTY:

Section 1. That an application be made to the Division of Public Transportation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 of the Federal Transit Act of 1964, as amended.

Section 2. As a condition of the receipt of Section 5311 funds, McLean County hereby agrees in writing to the terms and conditions of the Special Warranty (attached) regarding fair and equitable arrangements to protect the interests of employees affected by such assistance.

PASSED by the McLean County Board on the 15<sup>th</sup> day of April,  
2003.  
Officer or Official of Applicant

\_\_\_\_\_  
Signature of Authorized Official

McLean County Board Chairman  
Title

\_\_\_\_\_  
Date

## SPECIAL SECTION 5333(b) WARRANTY FOR APPLICATION TO THE SMALL URBAN AND RURAL PROGRAM

The following language shall be made part of the contract of assistance with the State or other public body charged with allocation and administration of funds provided under 49 U.S.C. Section 5311:

### A. General application

The Public Body ("McLean County") agrees that, in the absence of waiver by the Department of Labor, the terms and conditions of this warranty, as set forth below, shall apply for the protection of the transportation related employees of any employer providing transportation services assisted by the Project ("Recipient"), and the transportation related employees of any other surface public transportation providers in the transportation service area of the Project.

The Public Body shall provide to the Department of Labor and maintain at all times during the Project an accurate, up-to-date listing of all existing transportation providers which are eligible Recipients of transportation assistance funded by the Project, in the transportation service area of the Project, and any labor organizations representing the employees of such providers.

Certification by the Public Body to the Department of Labor that the designated Recipients have indicated in writing acceptance of the terms and conditions of the warranty arrangement will be sufficient to permit the flow of Section 5311 funding in the absence of a finding of non-compliance by the Department of Labor.

### B. Standard Terms and Conditions

(1) The Project shall be carried out in such a manner and upon such terms and conditions as will not adversely affect employees of the Recipient and of any other surface public transportation provider in the transportation service area of the Project. It shall be an obligation of the Recipient and any other legally responsible party designated by the Public Body to assure that any and all transportation services assisted by the Project are contracted for and operated in such a manner that they do not impair the rights and interests of affected employees. The term "Project," as used herein, shall not be limited to the particular facility, service or operation assisted by Federal funds, but shall include any changes, whether organizational, or otherwise, which are a result of the assistance provided. The phrase "as a result of the Project," shall when used in this arrangement, include events related to the Project occurring in anticipation of, during, and subsequent to the Project and any program of efficiencies or economies related thereto; provided, however, that volume rises and falls of business, or changes in volume and character of employment brought about by causes other than the Project (including any economies or efficiencies unrelated to the Project) are not within the purview of this arrangement. An employee covered by this arrangement, who is not dismissed, displaced or otherwise worsened in his position with regard to his employment as a result of the Project, but who is dismissed, displaced or otherwise worsened solely because of the total or partial termination of the Project, discontinuance of Project services, or exhaustion of Project funding shall not be deemed eligible for a dismissal or displacement allowance within the meaning of paragraphs (6) and (7) of the Model agreement or applicable provisions of substitute comparable arrangements.

FINANCIAL DATA  
PROPOSED FY 2004 BUDGET

Exhibit C

REVENUES

Item	Description	AGENCY	SECTION 5311	PROJECT INCOME	LOCAL MATCH
		TOTAL (ALL TRANSIT)	TOTAL BUDGETED	(Proposed)	(Proposed)
401.01	Full Adult Fare	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	
401.02	Senior Citizen Fares	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	
401.03	Student Fares				
401.04	Child Fares				
401.05	Disabled Rider Fares				
401.06	Parking Lot Fares				
401.99	Other Rider Fares				
402.00	Special Transit Fares	\$ 120,000.00	\$ 120,000.00		\$ 120,000.00
403.00	School Bus Service				
404.00	Freight Tariffs				
405.00	Charter Service Revenues				
406.00	Auxiliary Revenues				
407.01	Sales of Maintenance Service				
407.02	Rental of Revenue Vehicles				
407.03	Rental of Buildings & Property				
407.99	Other Non-transportation Revenue				
408.00	Taxes Levied by Transit System				
409.00	Local Cash Grants	\$ 30,000.00	\$ 30,000.00		\$ 30,000.00
410.01	Local Disabled Fare Assistance				
410.02	Local Senior Fare Assistance				
410.03	Local Student Fare Assistance				
410.99	Other Local Special Fare Assistance				
411.00	State Cash Grants				
412.00	State Special Fare Assistance				
413.00	Federal Cash Grants (Section 18)	\$ 283,180.00	\$ 283,180.00		
414.00	Interest Income				
430.01	Contributed Services - Allowable				
430.03	Contributed Services - Unallowable				
430.04	Contra Account for 430.03				
431.00	Contributed Cash	\$ 68,360.00	\$ 68,360.00		\$ 68,360.00
440.00	Subsidy From Other Sources				
		AGENCY	SECTION 5311	PROJECT INCOME	LOCAL MATCH
		TOTAL	TOTAL	(Proposed)	(Proposed)
		(ALL TRANSIT)	BUDGETED		
(Exclude grey areas from total)					
TOTAL REVENUE 401 - 440		\$ 259,360.00	\$ 259,360.00	\$ 41,000.00	\$ 218,360.00

PROPOSED FY 2004 BUDGET  
EXPENSES

Item	Description	AGENCY TOTAL (ALL TRANSIT)	SECTION 5311 TOTAL BUDGETED	SECTION 5311 ADMINISTRATION (Proposed)	SECTION 5311 OPERATING (Proposed)
<b>LABOR</b>					
501.01	Operator's Salaries & Wages	\$ 132,300.00	\$ 132,300.00		\$ 132,300.00
501.02	Training Salaries & Wages				
501.03	Dispatcher's Salaries & Wages	\$ 11,000.00	\$ 11,000.00		\$ 11,000.00
501.04	Administrative Salaries & Wages	\$ 88,200.00	\$ 88,200.00	\$ 88,200.00	
501.99	Other Salaries & Wages				
	<b>TOTAL</b>	<b>\$ 231,500.00</b>	<b>\$ 231,500.00</b>	<b>\$ 88,200.00</b>	<b>\$ 143,300.00</b>
<b>FRINGE BENEFITS</b>					
502.01	FICA	\$ 19,000.00	\$ 19,000.00	\$ 7,000.00	\$ 12,000.00
502.02	Pensions & Long Term Disability	\$ 4,000.00	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00
502.03	Health Insurance	\$ 19,000.00	\$ 19,000.00	\$ 9,500.00	\$ 9,500.00
502.04	Dental Plans				
502.05	Life Insurance	\$ 1,350.00	\$ 1,350.00	\$ 900.00	\$ 450.00
502.06	Short Term Disability				
502.07	Unemployment Insurance				
502.08	Worker's Compensation	\$ 15,420.00	\$ 15,420.00	\$ 420.00	\$ 15,000.00
502.09	Sick Leave	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00
502.10	Holiday				
502.11	Vacation	\$ 24,000.00	\$ 24,000.00	\$ 12,000.00	\$ 12,000.00
502.12	Other Paid Absence				
502.13	Uniform Allowance	\$ 2,000.00	\$ 2,000.00		\$ 2,000.00
502.99	Other Fringe Benefits	\$ 4,000.00	\$ 4,000.00	\$ 1,500.00	\$ 2,500.00
	<b>TOTAL</b>	<b>\$ 89,770.00</b>	<b>\$ 89,770.00</b>	<b>\$ 33,820.00</b>	<b>\$ 55,950.00</b>
<b>SERVICES</b>					
503.01	Management Services				
503.02	Advertising Services	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
503.03	Professional & Technical Services	\$ 27,500.00	\$ 27,500.00	\$ 27,500.00	
503.04	Temporary Services	\$ 2,000.00	\$ 2,000.00		\$ 2,000.00
503.05	Contract Maintenance	\$ 30,200.00	\$ 30,200.00	\$ 1,200.00	\$ 29,000.00
503.06	Custodial Services				
503.07	Security Services				
503.99	Other Services	\$ 6,500.00	\$ 6,500.00		\$ 6,500.00
	<b>TOTAL</b>	<b>\$ 67,200.00</b>	<b>\$ 67,200.00</b>	<b>\$ 29,700.00</b>	<b>\$ 37,500.00</b>



PROPOSED FY 2004 BUDGET (Continued)  
EXPENSES

EXPENSES		AGENCY	SECTION 5311	SECTION 5311	SECTION 5311
		TOTAL	TOTAL	ADMINISTRATION	OPERATING
Item	Description	(ALL TRANSIT)	BUDGETED	(Proposed)	(Proposed)
MATERIALS & SUPPLIES					
504.01	Fuel & Lubricants Consumed	\$ 45,000.00	\$ 45,000.00		\$ 45,000.00
504.02	Tires & Tubes Consumed	\$ 4,000.00	\$ 4,000.00		\$ 4,000.00
504.03	Inventory Purchases	\$ 7,700.00	\$ 7,700.00	\$ 5,700.00	\$ 2,000.00
504.99	Other Materials & Supplies	\$ 800.00	\$ 800.00	\$ 400.00	\$ 400.00
	TOTAL	\$ 57,500.00	\$ 57,500.00	\$ 6,100.00	\$ 51,400.00
UTILITIES					
505.02	Telephone	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	
505.99	Other, i.e. Natural Gas, Electric, etc.	\$ 800.00	\$ 800.00		\$ 800.00
	TOTAL	\$ 8,800.00	\$ 8,800.00	\$ 8,000.00	\$ 800.00
CASUALTY & LIABILITY					
506.01	Physical Damage Insurance	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	
506.03	Liability & Property Insurance	\$ 34,000.00	\$ 34,000.00	\$ 34,000.00	
506.04	Uninsured Settlements				
506.05	Provisions for Uninsured Settlements				
506.06	Recoveries of Settlements				
506.08	Other Corporate Insurance				
506.99	Other Insurance				
	TOTAL	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	
TAXES					
507.00	TOTAL	\$ 350.00	\$ 350.00	\$ 350.00	
PURCHASED TRANSPORTATION					
508.00	TOTAL				
MISCELLANEOUS					
509.01	Dues & Subscriptions	\$ 770.00	\$ 770.00	\$ 770.00	
509.02	Travel & Meetings	\$ 2,750.00	\$ 2,750.00	\$ 2,750.00	
509.03	Bridge, Tunnel, & Highway Tolls				
509.04	Entertainment Expense				
509.05	Charitable Donations				
509.06	Fines & Penalties				
509.07	Bad Debt Expense				
509.08	Advertising/Promotion Media	\$ 1,900.00	\$ 1,900.00	\$ 1,900.00	
	TOTAL (Excluding Gray Areas)	\$ 5,420.00	\$ 5,420.00	\$ 5,420.00	

PROPOSED FY 2004 BUDGET (Continued)  
EXPENSES

Item	Description	AGENCY TOTAL (ALL TRANSIT)	SECTION 5311 TOTAL BUDGETED	SECTION 5311 ADMINISTRATION (Proposed)	SECTION 5311 OPERATING (Proposed)
<b>INTEREST</b>					
511.01	Long Term Debt Obligation				
511.02	Short Term Debt Obligation	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
	<b>TOTAL</b>	<u>\$ 6,000.00</u>	<u>\$ 6,000.00</u>	<u>\$ 6,000.00</u>	
<b>LEASES &amp; RENTALS</b>					
512.01	Transit Way Structures, etc.				
512.02	Passenger Stations				
512.03	Passenger Parking Facilities				
512.04	Passenger Revenue Vehicles				
512.05	Service Vehicles	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00
512.06	Operating Yards or Stations	\$ 7,500.00	\$ 7,500.00		\$ 7,500.00
512.07	Maintenance Facilities				
512.10	Data Processing Facilities				
512.11	Revenue Collection Facilities				
512.12	Other Administrative Facilities	\$ 5,500.00	\$ 5,500.00	\$ 5,500.00	
	<b>TOTAL</b>	<u>\$ 16,000.00</u>	<u>\$ 16,000.00</u>	<u>\$ 5,500.00</u>	<u>\$ 10,500.00</u>
<b>DEPRECIATION &amp; AMORTIZATION</b>					
513.00	<b>TOTAL</b>				
<b>CONTRIBUTED SERVICES</b>					
530.00	<b>TOTAL</b>				
<b>INELIGIBLE EXPENSES</b>					
550.00	<b>TOTAL</b>				
<b>ICR</b>					
	Indirect Cost Rate				
<b>(Exclude grey areas from total)</b>					
<b>TOTAL EXPENSES 501 - 530 &amp; ICR</b>		<u>\$ 542,540.00</u>	<u>\$ 542,540.00</u>	<u>\$ 243,090.00</u>	<u>\$ 299,450.00</u>

## Applicant's Certification Of Intent

Applicant: McLean County

Address: McLean County Law and Justice Center

104 West Front Street, POBox 2400

Bloomington, IL 61702-2400

<u>Michael Behary</u>	<u>Grantee Project Manager</u>	<u>309-888-5160</u>
Contact Person	Title	Telephone

309-888-5768

Fax Number

mbehary@Mclean.gov

E-Mail Address

The applicant hereby applies to the State of Illinois through the Illinois Department of Transportation, Division of Public Transportation for grants under Article III of the Downstate Public Transportation Act for operating and administrative assistance for public transportation service.

I hereby certify that I have reviewed this application including all attachments and information, and have found it to be true and correct.

Officer or Official of Applicant

\_\_\_\_\_  
Signature

McLean County Board Chairman

Title

\_\_\_\_\_  
Date

## McLean County Board Resolution

NO. \_\_\_\_\_

Resolution authorizing application for Public Transportation Financial Assistance under Section 5311 of the Federal Transit Act of 1991.

WHEREAS, the provision of public transit service is essential to the transportation of persons in the non-urbanized area; and

WHEREAS, Section 5311 of the Federal Transit Act of 1991, makes funds available to help offset certain operating deficits of a system providing public transit service in non-urbanized areas; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5311 of the Federal Transit Act of 1964, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE MCLEAN COUNTY BOARD:

Section 1. That an application be made to the Division of Public Transportation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 of the Federal Transit Act of 1991, for the purpose of off-setting a portion of the Public Transportation Program operating deficits of McLean County.

Section 2. That while participating in said operating assistance program McLean County will provide all required local matching funds.

Section 3. That the Board Chairman of McLean County is hereby authorized and directed to execute and file on behalf of McLean County such application.

Section 4. That the Board Chairman of McLean County is authorized to furnish such additional information as may be required by the Division of Public Transportation and the Federal Transit Administration in connection with the aforesaid application for said grant.

Section 5. That the Board Chairman of McLean County is hereby authorized and directed to execute and file on behalf of McLean County all required Grant Agreements with the Illinois Department of Transportation.

ADOPTED by the County Board of McLean County, Illinois, this 15<sup>th</sup> day of April, 2003

ATTEST:

APPROVED:

\_\_\_\_\_  
Peggy Ann Milton,  
County Clerk  
McLean County, Illinois

\_\_\_\_\_  
Michael Sweeney,  
Chairman  
McLean County Board

## Ordinance

ORDINANCE NO. \_\_\_\_\_  
AN ORDINANCE TO PROVIDE FOR PUBLIC TRANSPORTATION  
IN MCLEAN COUNTY, ILLINOIS

Whereby, public transportation is an essential public purpose for which public funds may be expended under Article 13, Section 7 of the Illinois Constitution; and

WHEREAS, McLean County wishes to provide public transportation for its citizens and become eligible for grants from the State of Illinois or any department or agency thereof, from any unit of local government, from the Federal government or any department or agency thereof; and

WHEREAS, Illinois Compiled Statutes 740/2-1 et seq. authorizes a county to provide for public transportation within the (county or counties) limits:

NOW, THEREFORE, BE IT ORDAINED by the President and the County Board of McLean County that:

Section 1. McLean County shall hereby provide public transportation within the (county or counties) limits.

Section 2. The County Clerk of the County of McLean shall file a certified copy of this Ordinance, within sixty days after passage of this ordinance.

Section 3. This Ordinance shall be in full force and effect from and after its passage and approval, as required by law.

Section 4. That the Chairman of the Board of McLean County is hereby authorized and directed to execute and file on behalf of McLean County a Grant Application to the Illinois Department of Transportation.

Section 5. That the Chairman of the Board of McLean County is hereby authorized and directed to execute and file on behalf of McLean County all required Grant Agreements with the Illinois Department of Transportation.

ADOPTED by the County Board of McLean County on the 15<sup>th</sup> day of April, 2003

ATTEST:

APPROVED:

\_\_\_\_\_  
Peggy Ann Milton,  
County Clerk  
McLean County, Illinois

\_\_\_\_\_  
Michael Sweeney,  
Chairman  
McLean County Board

## FEDERAL FY 2004 CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE

Name of Applicant: McLean County

The Applicant agrees to comply with applicable requirements of Categories 1 - 16. (The Applicant may make this selection in lieu of individual selections below.)

OR

The Applicant agrees to comply with the applicable requirements of the following Categories it has selected (Note: IDOT Section 5311 Projects Must Select Items (1) through (11) and (15)).

- |      |   |                                     |
|------|---|-------------------------------------|
| (1)  | Certifications and Assurances Required of Each Applicant  | <input checked="" type="checkbox"/> |
| (2)  | Lobbying Certification  | <input checked="" type="checkbox"/> |
| (3)  | Certification Pertaining to Effects on Private Mass Transportation Companies  | <input checked="" type="checkbox"/> |
| (4)  | Public Hearing Certification for a Project with Substantial Impacts   | <input checked="" type="checkbox"/> |
| (5)  | Certification for the Purchase of Rolling Stock   | <input checked="" type="checkbox"/> |
| (6)  | Bus Testing Certification   | <input checked="" type="checkbox"/> |
| (7)  | Charter Service Agreement   | <input checked="" type="checkbox"/> |
| (8)  | School Transportation Agreement   | <input checked="" type="checkbox"/> |
| (9)  | Certification for Demand Responsive Service   | <input checked="" type="checkbox"/> |
| (10) | Prevention of Alcohol Misuse and Prohibited Drug Use Certification  | <input checked="" type="checkbox"/> |
| (11) | Certification Required for Interest and Other Financing Costs   | <input checked="" type="checkbox"/> |
| (12) | Intelligent Transportation Systems Program Assurance  | <input type="checkbox"/>            |
| (13) | Certifications and Assurances for the Urbanized Area Formula Program, the Job Access and Reverse Commute Program, and the Clean Fuels Formula Program | <input type="checkbox"/>            |
| (14) | Certifications and Assurances for the Elderly and Persons with Disabilities Program   | <input type="checkbox"/>            |
| (15) | Certifications and Assurances for the Nonurbanized Area Formula Program   | <input checked="" type="checkbox"/> |
| (16) | Certifications and Assurances for the State Infrastructure Bank (SIB) Program   | <input type="checkbox"/>            |

## FEDERAL FISCAL YEAR 2004 FTA CERTIFICATIONS AND ASSURANCES

(Required of all Applicants for FTA assistance and all FTA Grantees with an active capital or formula project)

Name of Applicant: McLean County

Name and Relationship of Authorized Representative:

Michael Sweeney, McLean County Board Chairman

BY SIGNING BELOW I, Michael Sweeney, on behalf of the Applicant, declare that the Applicant has duly authorized me to make these certifications and assurances and bind the Applicant's compliance. Thus, the Applicant agrees to comply with all Federal statutes, regulations, executive orders, and administrative guidance required for each application it makes to the Illinois Department of Transportation for Federal Transit Administration (FTA) in Federal Fiscal Year 2004.

FTA intends that the certifications and assurances the Applicant selects on page 1 of this document, as representative of the certifications and assurances in Appendix A, should apply, as required, to each project for which the Applicant seeks now, or may later, seek FTA assistance during Federal Fiscal Year 2004.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document and any other submission made to FTA, and acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 et seq., as implemented by U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31 apply to any certification, assurance or submission made to IDOT/FTA. The criminal fraud provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with the Nonurbanized Area Formula Program, 49 U.S.C. 5311, and may apply to any other certification, assurance, or submission made in connection with any other program administered by FTA.

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Name Michael Sweeney  
*Authorized Representative of Applicant*

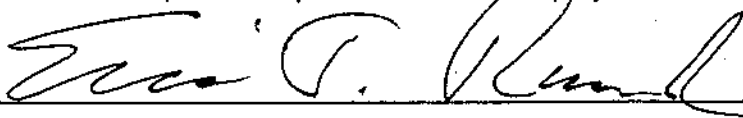
## AFFIRMATION OF APPLICANT'S ATTORNEY

for McLean County

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the certifications and assurances have been legally made and constitute legal and binding obligations on the Applicant.

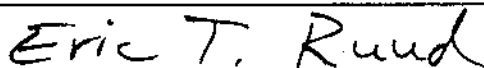
I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances, or of the performance of the project.

Signature



Date:

Name



*Applicant's Attorney*

Each Applicant for FTA financial assistance (except 49 U.S.C. 5312(b) assistance) and each FTA Grantee with an active capital or formula project must provide an Attorney's affirmation of the Applicant's legal capacity.



# **NON-VEHICLE CAPITAL ASSET INVENTORY**

To be submitted with  
Section 5311 FY04 Operating Assistance Applications

Please complete the following section as thoroughly as possible. Include all capital assets funded either through the Federal Transit Administration or the State of Illinois, with an original purchase cost greater than \$300--**excluding vehicles**. Attach additional pages if necessary. All vehicles should be included on the attached Vehicle Asset Inventory (Exhibit J).

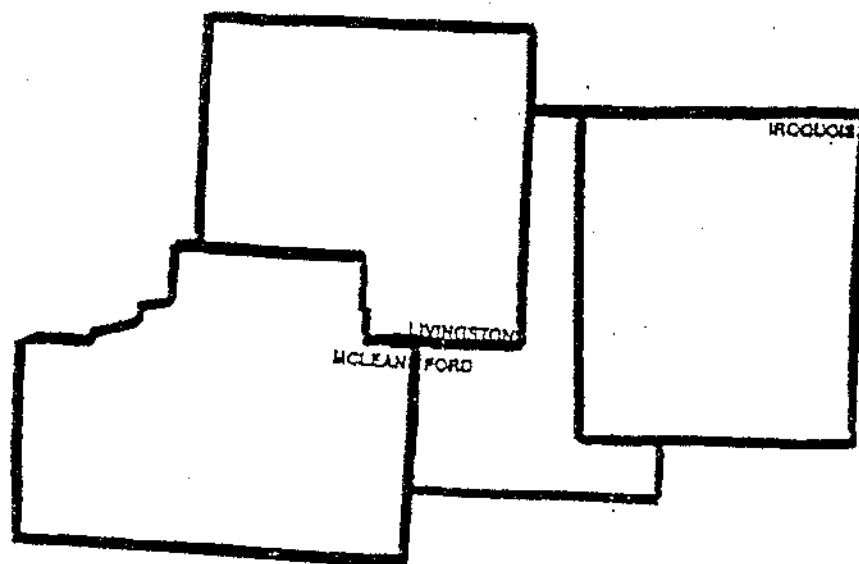
<u>Capital Asset</u>	<u>Contract Number</u>	<u>Original Cost</u>	<u>Date of Purchase</u>	<u>Condition Good/Fair/Poor</u>
1. <u>Dell Comp/printer</u>	<u>5311 Operating</u>	<u>2,263.00</u>	<u>6/29/01</u>	<u>Good</u>
2. <u>GTX Radio</u>	<u>3114</u>	<u>480.00</u>	<u>7/17/01</u>	<u>Good</u>
3. <u>GTX Radio</u>	<u>3114</u>	<u>480.00</u>	<u>7/17/01</u>	<u>Good</u>
4. <u>GTX Radio</u>	<u>3114</u>	<u>480.00</u>	<u>7/17/01</u>	<u>Good</u>
5. <u>GTX Radio</u>	<u>3114</u>	<u>480.00</u>	<u>7/17/01</u>	<u>Good</u>
6. <u>GTX Radio</u>	<u>3114</u>	<u>480.00</u>	<u>7/17/01</u>	<u>Good</u>
7. <u>GTX Radio</u>	<u>3114</u>	<u>480.00</u>	<u>7/17/01</u>	<u>Good</u>
8. <u>GTX Radio</u>	<u>3114</u>	<u>480.00</u>	<u>7/17/01</u>	<u>Good</u>
9. <u>GTX Radio</u>	<u>3114</u>	<u>480.00</u>	<u>7/17/01</u>	<u>Good</u>
10. <u>GTX Radio</u>	<u>3114</u>	<u>480.00</u>	<u>7/17/01</u>	<u>Good</u>
11. <u>GTX Radio</u>	<u>3212</u>	<u>550.00</u>	<u>5/22/02</u>	<u>Good</u>
12. <u>GTX Radio</u>	<u>3212</u>	<u>550.00</u>	<u>5/22/02</u>	<u>Good</u>
13. <u>GTX Radio</u>	<u>3212</u>	<u>550.00</u>	<u>5/22/02</u>	<u>Good</u>
14. <u>GTX Radio</u>	<u>3212</u>	<u>550.00</u>	<u>5/22/02</u>	<u>Good</u>
15. <u>GTX Radio</u>	<u>3212</u>	<u>550.00</u>	<u>5/22/02</u>	<u>Good</u>
16. <u>GTX Radio</u>	<u>3212</u>	<u>550.00</u>	<u>5/22/02</u>	<u>Good</u>

17. <u>GTX Radio</u>	<u>3212</u>	<u>550.00</u>	<u>5/22/02</u>	<u>Good</u>
18. <u>MTX Radio</u>	<u>3212</u>	<u>665.00</u>	<u>5/22/02</u>	<u>Good</u>
19. <u>Gateway Comp</u>	<u>3212</u>	<u>1,759.00</u>	<u>8/05/02</u>	<u>Good</u>
20. <u>Gateway Comp</u>	<u>3212</u>	<u>1,759.00</u>	<u>8/05/02</u>	<u>Good</u>

# SHOW BUS Vehicle Inventory Ford, Iroquois, Livingston & McLean Counties

Veh #	Veh Type	Year/Manufact.	VIN#	Mileage Jan-Feb/2003	Funding Source	Cond
1	Raised Roof	1994/Braun	1FTJ334G8RHB78597	181,562	5311	Fair
2	BOC	1994/Eldorado	1FDKE30MORHA20676	128,434	5310	Poor
3	Raised Roof	1994/Braun	1FTJ334G9RHB78592	118,425	5311	Fair
4	Raised Roof	1996/Nat'l Mob	2B6KRB31Z4TK184688	96,441	5310	Fair
10	BOC	1990/Eldorado	1FDKE30G3JHA09026	Out/serv	Private	Poor
11	Heavy Duty	1993/Eldorado	4CDK54E22P2106426	50,000+on Rebuilt eng	5310	Poor
12	Raised Roof	1996/Nat'l Mob	2B6KRB31Z2TK184690	116,746	5310	Poor
14	BOC	1997/Eldorado	1FDLE40F2VHB32790	174,638	5310	Fair
15	BOC	1998/Eldorado	1FDXE40F3WHB91379	131,219	5311	Fair
16	Raised Roof	1998/Nat'l Mob	2B7LB31Z9WK158253	128,711	5311	Poor
17	Raised Roof	2000/Nat'l Mob	2B6LB31Z5YK124040	61,491	Private/AAA	Good
18	Raised Roof	2000/Nat'l Mob	2B7LB31Z7YK168458	43,284	5311	Good
19	BOC	2001/Eldorado	1FDXE45F0YHC01202	72,364	5311	Good
20	BOC	2001/Eldorado	1FDXE45F5YVC01227	57,718	5311	Good
21	Light Duty	2003/Eldorado	1FDWE35L52HB52792	2,505	5311	Good
22	BOC	2003/Eldorado	1FDXE45F22HB40538	1,946	5311	Good
23	BOC	2003/Eldorado	1FDXE45F42HB40539	1,362	5311	Good

NOTE: All 5311 vehicles are titled to McLean County. The rest are titled to Meadows Mennonite Retirement Community or the State of Illinois.



## **Attachment II**

**Copies of Minutes, Letters, RFPs, and Other  
Documentation that Describe the Applicant's Efforts to  
Involve the Private Sector in the Project.**

**(Attach in this Section)**

## Providers List for 2004 Application

Circle City Cab  
1001 West Washington Street  
Bloomington, IL 61701

The ARC  
700 E. Elm Street  
Watseka, IL 60970

American City Cab Co.  
513 East Locust  
Bloomington, IL 61701

Bee Express Taxi Cab  
112 N. Main  
Pontiac, IL 61764

Dehm Bus Service  
8 N. 3<sup>rd</sup>  
Chatsworth, IL 60921

Ryder Student Transportation  
1103½ E Croxton Avenue  
Bloomington, IL 61701

Volunteer Services of Iroquois County  
1001 E. Grant Street  
Watseka, IL 60970

TLC Express  
334 ½ E. Baker Street  
Bloomington, IL 61701

St. Mary's Hospital  
111 East Spring Street  
Streator, IL 61364

Wilken Bus Service  
1565 N. 600 E Road  
Onarga, IL 60955

Willow Estates Cooperative, Inc.  
RR 1 Box W-27  
Beaverville, IL 60912

Red Top Cab  
208 North Morris Avenue  
Bloomington, IL 61701

Elegant Limousines  
112 E. Jefferson  
Bloomington, IL 61701

COPY



McLean County

**COPY**

*Sample*

**DEPARTMENT OF BUILDING & ZONING**

(309) 888-5160 Fax (309) 888-5768

104 W. Front, Room 707 P.O. Box 2400 Bloomington, Illinois 61702-2400

March 3, 2003

Elegant Limousines  
112 E. Jefferson  
Bloomington, IL 61701

**RE:** Opportunity to Provide Rural Public Transportation in McLean, Livingston, Ford & Iroquois Counties

Dear Transportation Provider:

McLean County applies annually to the Illinois Department of Transportation (IDOT) on behalf of the four above named counties for Section 5311 federal transit funding to help fund rural public transportation. These funds have been received since 1988 to operate rural public transportation in McLean and Livingston Counties. Ford County was added in 1989. Iroquois County was added in 1992.

SHOW BUS, which is sponsored by Meadows Mennonite Retirement Community, is currently the provider of this service. SHOW BUS offers public transportation in the four county area Monday through Friday. Service is open to wheelchair passengers as well as to those who are ambulatory.

According to Section 5311 requirements, private transportation providers in the four county area need to be informed about this service and asked if they are interested in participating in a contract for service arising from a funding agreement under the Section 5311 Rural Public Transportation Funding Assistance Program. Any provider would need to deliver all of the transportation obligations under the terms of the contract with IDOT for the four county area.

Please contact me by March 24, 2003 if you are interested in providing this public transportation or if I can be of further assistance.

Sincerely,

*Michael Behary*

Mike Behary, County Planner  
Grantee Project Manager

SHOW BUS ORGANIZATIONAL CHART

Meadows Mennonite Retirement Community

MMRC Board

MMRC CEO

SHOW BUS

Director

Advisory Council

Office Mgr/Bookkeeper

Dispatch

Drivers

Volunteers

Secretarial



# ILLINOIS DEPARTMENT OF TRANSPORTATION

## 2003 CONSOLIDATED VEHICLE PROCUREMENT ROLLING STOCK CAPITAL ASSISTANCE APPLICATION

**STOP! IF YOU ARE SEEKING TO REPLACE A VEHICLE(S), BE SURE THAT YOU MEET THE ELIGIBILITY REQUIREMENTS. SEE PAGE 5 (PART III, SECTION E).**

**IF YOU DO NOT MEET THESE REQUIREMENTS, DO NOT SUBMIT FOR REPLACEMENT.**

LEGAL NAME of Applicant Agency McLean County			Date of Application Filing 4-15-2003
Street Address, City, State, County and Zip Code McLean County Law and Justice Center 104 West Front Street, POBox 2400 Bloomington, IL 61702-2400			County McLean County
Area Served by Applicant (List counties, city, portions, areas as applicable) Ford, Iroquois, Livingston and McLean Counties			Type of Applicant (from pg. 3 A) Federal Section 5311 Grantee
Federal Tax Identification Number 37-6001569			Illinois State Tax Exempt Number E-9994-9946-03
Contact Person Mike Behary	E-Mail Address <a href="mailto:mbehary@co.mclean.il.us">mbehary@co.mclean.il.us</a>	Title Planner	Contact: Tel. ( 309 ) 888-5160 Fax: ( 309 ) 888-5768

### ALL APPLICANTS MUST ANSWER THESE QUESTIONS:

DOES A MINORITY GROUP MANAGE YOUR ORGANIZATION OR IS OPERATION MINORITY BASED?	<input type="radio"/> YES <input checked="" type="radio"/> NO
DOES YOUR AGENCY PROVIDE SERVICE TO MINORITIES?	<input checked="" type="radio"/> YES <input type="radio"/> NO
YEAR THE AGENCY LAST APPLIED FOR CVP VEHICLE: FY 2002 LAST YEAR GRANTED/RECEIVED: RECEIVED A CONFIRMATION OF AWARD JANUARY, 2003	

By this application, it is the intent of McLean County to procure the requested vehicle(s) through the State of Illinois' Consolidated Vehicle Procurement (CVP) program; and thereby will meet all applicable state, federal and local procurement requirements. I certify that the information and statements provided in this application and all supporting documents are correct and complete.

\_\_\_\_\_  
Authorizing Officer's Official Signature

Michael Sweeney

Print Officer or Official Name

\_\_\_\_\_  
April 15, 2003

Date

McLean County Board Chairman

Title

# PART I

## REQUIRED SUBMITTALS

### TO BE COMPLETED BY ALL APPLICANTS

Applicant Name McLean County
---------------------------------

Use the submittal matrix (A) and checklist (B) to help you meet all requirements of the application process.

**A. Submittal Matrix** An "X" represents the information that must be submitted by each type of agency.

Type of Applicant	Part II	Part III	Part IV	Part V	Part VI	Part VII	Part VIII	Part IX	Part X	Appendices				Support Letters
										A	B	C	MPO	
Non-Profit Non-Governmental Agency	X	X	X	X	X	X	X(b)	X	X	X	X	X	X (c)	X
Federal Section 5311 Grantee	X	X				X				X(a)	X(a)	X		
IDOT-Certified Public Body	X	X	X	X	X(a)	X	X(b)		X(a)	X(a)	X(a)	X	X (c)	

(a) this data not required if applicant agency has applied for another grant within the last nine months.

(b) subsection information is required ONLY if applicant is applying for a vehicle for new or expanded service.

(c) If applicant is in an urbanized area outside the Chicago region, see page 39.

**B. Submittal Checklist** Check the appropriate boxes. All items are required unless otherwise indicated.

ITEM	ENCLOSED
• Application Signed by Board authorized person (front cover)	X
• Part I Submittal Matrix(A) and Completed Application Checklist (B)	X
• Part II Current Vehicle Inventory (page 4)	X
• Part III Vehicle Request Form and Budget (pages 5-6)	X
• Part IV Project Justification (page 7)	
• Part V Applicant's Current Services and Experience (pages 8-10)	
• Part VI Fleet Control and Maintenance (page 11)	
• Part VII Driver Training (page 12)	X
• Part VIII (Optional) Proposed New or Expanded Service (pages 13 & 14)	
• Part IX Formal Coordination Efforts (if applicable, page 15 & 16)	
• Part X Financial Administration (if applicable, pp 17 & 18)	
• Appendix A Signed FTA and IDOT Assurances and signed Attorney's Affirmation (page 18)	X
• Appendix B Public hearing published notice, hearing report and public written comments	X
• Appendix C Executed Board Resolution authorizing official representative	X
• Appendix D Application Preparation Guidance	
• Appendix E Paratransit Vehicle Catalog	
• Letter from MPO placing project in TIP (not applicable in Cook, Lake, DuPage, Kane, Will and McHenry Counties, or any non-urbanized area)	
• Letters of support from County Boards (not a requirement)	
• Letters of support from local Legislators, others (not a requirement)	

**Note:** When submitting your application: (1) **Remove:** instructions, vehicle catalog, other guidance (D) and informational material; and (2) **Include this Checklist** (Indicate any missing items, noting whether pending, subject to third party submittal /approval, or delayed.)



*Note: Attach one completed copy of this form for EACH vehicle requested*

(Make & label copies) Form 1 of 3

☐ Mini-Van w/ramp (5 pass.)    ☐ Light Duty Paratransit w/lift (11 pass.)    ☒ Medium Duty Paratransit w/lift (14 pass.)  
☐ Super Medium Duty Paratransit w/lift (22 pass.) Requires supplemental justification, well documented requirements, up-to-date maintenance program and large client base experience.  
☐ Heavy Duty Transit w/lift or low floor (31 pass/2 wheelchair with optional destination signs & passenger signal/PA system) *available to Section 5311 applicants only*

<input checked="" type="radio"/> Replacement of owned vehicle	<input type="radio"/> Service Expansion
<input type="radio"/> Replacement of leased vehicle	<input type="radio"/> New Service

Based on needs, the requested vehicle on this form is to be considered for funding ( 1<sup>st</sup>, 2<sup>nd</sup>, etc ) 1st  
 No two requested vehicles may have the same priority ranking.

- Minivans/raised roof vans/automobiles: have been driven at least 95,000 miles; OR be over five years old
- AND in documented unsafe or poor operating condition.
- Light-Duty or Medium-duty/school bus: have been driven at least 120,000 miles OR be over seven years old AND in documented unsafe or poor operating condition.
- Super medium-duty duty paratransit: have been driven at least 150,000 miles OR be over seven years old
- AND in documented unsafe or poor operating condition.
- Heavy-duty transit: have been driven at least 350,000 miles OR be over ten years old AND in documented unsafe or poor operating condition.
- Any 1991 or 1993 Eldorado MST heavy-duty vehicle regardless of mileage or condition.

Yr	Manufacturer	Type	Mileage	VIN #	IDOT Contract #
98	Nat'l Mob	R-Roof	128,711	2B7LB31Z9WK158253	CAP 98616-IL
<b>Justification</b> ( i.e. exceeds mileage criteria, or documented as unsafe or in poor condition –incl. photos, receipts) This vehicle exceeds the mileage criteria.					

# PART III

## VEHICLE REQUEST FORM & BUDGET

### TO BE COMPLETED BY ALL APPLICANTS

*Note: Attach one completed copy of this form for EACH vehicle requested*

A. Applicant Name  
McLean County

(Make & label copies) Form 2 of 3

B. Vehicle Category Requested: see vehicle catalog to check appropriate unit by passenger size:

- ☐ Mini-Van w/ramp (5 pass.)   ☐ Light Duty Paratransit w/lift (11 pass.)   ☒ Medium Duty Paratransit w/lift (14 pass.)
- ☐ Super Medium Duty Paratransit w/lift (22 pass.) Requires supplemental justification, well documented requirements, up-to-date maintenance program and large client base experience.
- ☐ Heavy Duty Transit w/lift or low floor (31 pass/2wheelchair with optional destination signs & passenger signal/PA system)  
*available to Section 5311 applicants only*

C. Category of Request (Check appropriate category)

- |   |   |
|---|---|
| <input checked="" type="radio"/> Replacement of owned vehicle | <input type="radio"/> Service Expansion |
| <input type="radio"/> Replacement of leased vehicle           | <input type="radio"/> New Service       |

D. Vehicle Request Prioritization

Based on needs, the requested vehicle on this form is to be considered for funding ( 1<sup>st</sup>, 2<sup>nd</sup>, etc.) 2nd.  
No two requested vehicles may have the same priority ranking.

E. VEHICLE REPLACEMENT CRITERIA (agency must enclose all required documentation)

To be eligible for replacement, vehicles must meet the following criteria at time of application:

- Minivans/raised roof vans/automobiles: have been driven at least 95,000 miles; OR be over five years old
- AND in documented unsafe or poor operating condition.
- Light-Duty or Medium-duty/school bus: have been driven at least 120,000 miles OR be over seven years old
- AND in documented unsafe or poor operating condition.
- Super medium-duty duty paratransit: have been driven at least 150,000 miles OR be over seven years old
- AND in documented unsafe or poor operating condition.
- Heavy-duty transit: have been driven at least 350,000 miles OR be over ten years old AND in documented unsafe or poor operating condition.
- Any 1991 or 1993 ElDorado MST heavy-duty vehicle regardless of mileage or condition.

F. Please provide Replacement Vehicle Identification Information for the vehicle being replaced:

Yr.	Manufacturer	Type	Mileage	VIN #	IDOT Contract #
97	El Dorado	Med Duty	174,638	1FDLE40F2VHB32790	2470
Justification ( i.e. exceeds mileage criteria, or documented as unsafe or in poor condition -incl. photos, receipts)					
This vehicle exceeds the mileage criteria.					

**PART III**  
**VEHICLE REQUEST FORM & BUDGET**  
**TO BE COMPLETED BY ALL APPLICANTS**

*Note: Attach one completed copy of this form for EACH vehicle requested*

A. Applicant Name  
McLean County

(Make & label copies) Form 3 of 3

B. Vehicle Category Requested: see vehicle catalog to check appropriate unit by passenger size:

- ☐ Mini-Van w/ramp (5 pass.)   ☐ Light Duty Paratransit w/lift (11 pass.)   ☒ Medium Duty Paratransit w/lift (14 pass.)  
☐ Super Medium Duty Paratransit w/lift (22 pass.) Requires supplemental justification, well documented requirements, up-to-date maintenance program and large client base experience.  
☐ Heavy Duty Transit w/lift or low floor (31 pass/2wheelchair with optional destination signs & passenger signal/PA system)

*available to Section 5311 applicants only*

C. Category of Request (Check appropriate category)

- |   |   |
|---|---|
| <input checked="" type="radio"/> Replacement of owned vehicle | <input type="radio"/> Service Expansion |
| <input type="radio"/> Replacement of leased vehicle           | <input type="radio"/> New Service       |

D. Vehicle Request Prioritization

Based on needs, the requested vehicle on this form is to be considered for funding ( 1<sup>st</sup>, 2<sup>nd</sup>, etc.) 3rd  
No two requested vehicles may have the same priority ranking.

E. VEHICLE REPLACEMENT CRITERIA (agency must enclose all required documentation)

To be eligible for replacement, vehicles must meet the following criteria at time of application:

- Minivans/raised roof vans/automobiles: have been driven at least 95,000 miles; OR be over five years old AND in documented unsafe or poor operating condition.
- Light-Duty or Medium-duty/school bus: have been driven at least 120,000 miles OR be over seven years old AND in documented unsafe or poor operating condition.
- Super medium-duty duty paratransit: have been driven at least 150,000 miles OR be over seven years old AND in documented unsafe or poor operating condition.
- Heavy-duty transit: have been driven at least 350,000 miles OR be over ten years old AND in documented unsafe or poor operating condition.
- Any 1991 or 1993 ElDorado MST heavy-duty vehicle regardless of mileage or condition.

F. Please provide Replacement Vehicle Identification Information for the vehicle being replaced:

Yr.	Manufacturer	Type	Mileage	VIN #	IDOT Contract #
98	El Dorado	Med Duty	131,219	1FDXE40F3WHB91379	CAP 98616- IL

Justification ( i.e. exceeds mileage criteria, or documented as unsafe or in poor condition -incl. photos, receipts)

This vehicle exceeds the mileage criteria.

Applicant Name

McLean County

## ESTIMATED PROJECT BUDGET

### G. Estimated CVP Budget

Vehicle Type	Capacity (Approx.)	Number of Units Requested			(d) Line Total (a+b+c)	(e) Estimated Unit Cost	Estimated Total Cost (Line Total X Unit Cost) (d x e)
		Replace (a)	Expansion (b)	New (c)			
Mini-Van Paratransit (w/ ramp) MVP	6 pass.					\$45,000	\$
Light Duty Paratransit Vehicle (w/lift) LDP	11 pass.					\$45,000	\$
Medium Duty Paratransit Vehicle (w/lift) MDP	14 pass.	3				\$65,000	\$195,000
Super Medium Duty Para- Transit Vehicle (w/lift) SDP	22 pass.					\$98,000	\$
Heavy Duty Transit Vehicle (w/lift) (Sec 5311 only) HDP	31 pass.					\$280,000	\$

**Total CVP    \$195,000**

**Comments:**

**PART VII**  
**TRANSPORTATION TRAINING**  
**TO BE COMPLETED BY ALL APPLICANTS**

Applicant Name

McLean County

**Driver Training**

Briefly describe your driver transportation training efforts and your administration procedures. Include your published policy on training. Attach documentation/examples of: Training and orientation master plans, training schedules, Individual personnel training records, etc.

All drivers receive a copy of the Driver's Manual (sample pages are attached). They all receive one on one training on various buses and with various drivers to assure they are proficient with the equipment and to give the office feedback about each driver's abilities. Drivers attend Defensive Driving, Emergency Procedures and Passenger Assistance courses taught through the Illinois Rural Transit Assistance Center (RTAC). RTAC recently revised the training procedure, sending videos to cover the classroom portion of the above classes and scheduling hands on training at various facilities. The video was screened for all the drivers, a hands on Passenger Assistance training was held on March 22, 2003 (all current drivers attended), and one for Defensive Driving is scheduled for April 19, 2003. The Emergency Procedures class should be scheduled shortly. The trainings are mandatory for all drivers.

Does each driver's file reflect training, licensing, achievements, etc.?

Y ☒ N ☐

Are all drivers trained in formal courses on the core passenger transport subjects?

Client assistance Y ☒ N ☐

Special Passenger Care

Y ☒ N ☐

Emergency response Y ☒ N ☐ Local contacts, resources and procedures Y ☒ N ☐

C.P.R. Y ☐ N ☒ Defensive Driving Y ☒ N ☐

If NO to any of the above, please explain, or note your training schedule, programs and cycle.

Training in C.P.R. is optional. If a driver desires the training, SHOW BUS will pay for the training, as well as training in First Aid.

Please list any other course(s) offered by or through the agency: for drivers:

What is your normal Training cycle? New drivers are oriented upon hiring and sent to RTAC trainings as soon as they are scheduled.

Do you offer regular updates/refreshers? Y ☒ N ☐

Does your formal training include: ADA policy and how it is applied to your clients

Y ☒ N ☐

Include operation of access equipment (including manual lift operation and cautions)?

Y ☒ N ☐

Formal vehicle and accessory orientation? Y ☒ N ☐ Route or territory orientation?

Y ☒ N ☐

Do you provide 'on-the-road' communications for drivers? Y ☒ N ☐ Define: All buses are equipped with radios.

Do you include Dispatchers in training and vehicle orientation?

Y ☒ N ☐

Dispatch attends RTAC training, beginning with the new training mentioned above.



# Appendix A

## ILLINOIS DEPARTMENT OF TRANSPORTATION ("IDOT") AND FEDERAL TRANSIT ADMINISTRATION ("FTA") ASSISTANCE PROGRAMS JOINT CERTIFICATIONS AND ASSURANCES FOR APPLICANT'S

Name of Applicant McLean County
------------------------------------

By signing the attached AFFIRMATION OF APPLICANT'S ATTORNEY and JOINT CERTIFICATIONS AND ASSURANCES FOR IDOT & FTA PROGRAMS, the Applicant agrees to comply with the following applicable requirements (attached) of IDOT and FTA Assurance Programs Joint Certifications and Assurances for Grantees:

CERTIFICATION	CVP APPLICATION
1. Certifications and Assurances Required of each Applicant	Applicable
2. Lobbying Certification (if application is for more than \$100,000)	Applicable
3. Certification for Effects on Private Mass Transportation Companies	Applicable (for public bodies only)
4. Public Hearing Certification for Major Projects with substantial Impacts	Not Applicable
5. Certification for the Purchases of Rolling Stock	Not Applicable
6. Bus Testing Certifications	Not Applicable
7. Charter Bus Agreement	Not Applicable
8. School Bus Agreement	Applicable
9. Certification for Demand Responsive Service	Not Applicable
10. Substance Abuse Certifications	Not Applicable
11. Certification Required For Interest or Other Financing Costs	Not Applicable
12. Intelligent Transportation System Program Assurance	Not Applicable
13. Certifications and Assurances For The Urbanized Area Formula Program, The Job Access and Reverse Commute Program and The Clean Fuels Formula Program	Not Applicable
14. Certifications and Assurances for the Elderly and Persons With Disabilities Program	Applicable
15. Certifications and Assurances for the Nonurbanized Area Formula Program	Not Applicable
16. Certifications and Assurances for the State Infrastructure Bank Program	Not Applicable

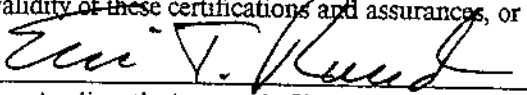
The attached signature pages (Applicant and Applicant's attorney) must be appropriately completed and signed where indicated.

AFFIRMATION OF APPLICANT'S ATTORNEY

For McLean County

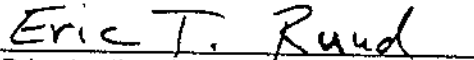
As the undersigned legal counsel for the above named Applicant, I hereby affirm that the Applicant has authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the certifications and assurances have been legally made and constitute legal and binding obligations on the Applicant.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or threatened that might adversely affect the validity of these certifications and assurances, or of the performance of the project.



Applicant's Attorney's Signature

\_\_\_\_\_  
Date



Print Applicant's Attorney's Name

JOINT CERTIFICATION AND ASSURANCES FOR IDOT & FTA PROGRAMS

Name of Applicant: McLean County

Name of Authorized Representative: Michael Sweeney

Relationship of Authorized Representative: McLean County Board Chairman

BY ENDORSING THIS SIGNATURE PAGE, I, Michael Sweeney, declare that I am duly authorized by the Applicant to make the certifications and assurances on behalf of the Applicant and bind the Applicant to comply with them. Thus, by the undersigned executing this document, the Applicant agrees to comply with all state and federal statutes, regulations, executive orders, and administrative guidance, now and hereafter required, with respect to any application for funding it makes to the Federal Transit Administration (FTA) and/or the Illinois Department of Transportation (IDOT).

IDOT, FTA and intend that the required certifications and assurances apply to each project for which the Applicant seeks now, or may later seek, FTA or IDOT financial assistance.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made herein, in the statements submitted with this document, and in any other submission made to FTA or IDOT, and acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801, *et seq.*, as implemented by U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31 apply to any certification, assurance or submission made to IDOT or FTA. The applicant further acknowledges that the criminal fraud provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with the FTA and IDOT formula assistance program for urbanized areas, and may apply to any other certification, assurance, or submission made in connection with any program administered by FTA or IDOT.

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Date: April 15, 2003

---

Authorized Representative of Applicant

## Appendix B

### Public Hearing Notice

Notice is hereby given that a public hearing will be held by McLean County regarding a State of Illinois Paratransit Vehicle Grant for the Non Metro Areas of McLean, Livingston, Ford and Iroquois Counties

On April 15, 2003 at 9:00 am, McLean County Law and Justice Center, Room 700, 104 West Front Street, Bloomington, Illinois:

- I. For the purpose of considering a project for which financial assistance is being sought from the Illinois Department of Transportation, pursuant to the Illinois Department of Transportation's general authority to make such Grants, and which is generally described as follows:

A. To purchase the following replacement vehicles: three medium duty paratransit vehicles to be used in the provision of rural public transportation. Each vehicle is projected to cost \$65,000, and the total project cost is \$195,000.

This project will be included in a Consolidated Vehicle Procurement Program undertaken by the State of Illinois on behalf of McLean County, with State and Federal Funds.

B. Relocation Relocation Assistance will not be required.

C. Environment This project is being implemented to minimize environmental impacts.

D. Comprehensive Planning This project is in conformance with comprehensive transportation planning in the area.

E. Elderly and Disabled All new equipment included in this project will meet ADA accessibility rules for the elderly and disabled.

- II. At the hearing McLean County will afford an opportunity for interested persons or agencies to be heard with respect to the social, economic and environmental aspects of the project. Interested persons may submit orally or in writing, evidence and recommendations with respect to said project.

- III. A copy of the application for a state grant for the proposed project for the intended service area will be made available for public inspection at the Law and Justice Center, 104 West Front Street, Room 707, Bloomington, IL or contact Mike Behary, County Planner, at 309-888-5160.

# Appendix C

## MCLEAN COUNTY BOARD RESOLUTION

NO. \_\_\_\_\_

Resolution authorizing application for and execution of a Public Transportation Capital Assistance Grant under the Illinois Department of Transportation's general authority to make such Grants.

WHEREAS, the provision of specialized paratransit service is essential to the transportation of elderly, disabled and other transportation disadvantaged persons; and

WHEREAS, The Illinois Department of Transportation's general authority to make such Grants, makes funds available to offset certain capital costs of a private non-profit or a IDOT Certified Public Provider transportation system providing specialized paratransit service; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY BOARD OF MCLEAN COUNTY:

Section 1. That an application be made to the Division of Public Transportation, Department of Transportation, State of Illinois, for a financial assistance grant under The Illinois Department of Transportation's general authority to make such Grants, for the purpose of off-setting certain Elderly and Disabled Transportation Program capital costs of McLean County.

Section 2. That the Board Chairman of McLean County is hereby authorized and directed to execute and file such application on behalf of McLean County.

Section 3. That the Board Chairman of McLean County is authorized to furnish such additional information as may be required by the Division of Public Transportation in connection with the aforesaid application for said grant.

Section 4. That the Board Chairman of McLean County is hereby authorized and directed to execute and file on behalf of McLean County any grant agreement pursuant to said application.

ADOPTED by the County Board of McLean County, Illinois this 15th day of April, 2003

ATTEST:

APPROVED:

\_\_\_\_\_  
Peggy Ann Milton  
County Clerk  
McLean County, Illinois

\_\_\_\_\_  
Michael Sweeney  
Chairman  
McLean County Board

PURCHASE OF SERVICE AGREEMENT  
FOR THE RURAL GENERAL PUBLIC TRANSPORTATION under  
the SECTION 5311 OPERATING & ADMINISTRATIVE ASSISTANCE PROGRAM

between

McLean County

and

Meadows Mennonite Retirement Community

d/b/a SHOW BUS

Contract Number \_\_\_\_\_

STATE FISCAL YEAR 2004

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This Agreement is made by and between McLean County,  
(hereinafter referred to as "Grantee") and MMRC d/b/a SHOW BUS  
(hereinafter referred to as the "Provider" which term shall include its  
successors and assigns).

WHEREAS, the Grantee proposes to provide public transportation  
services in a non-urbanized area of Illinois (herein referred to as the  
Project);

WHEREAS, the Grantee has applied under the Section 5311 of the Federal  
Transit Act, as amended, (49 USC App 1614), to the Illinois Department of  
Transportation (hereinafter "IDOT") for operating and administrative  
assistance for this Project;

WHEREAS, the Grantee's application has been approved by IDOT;

WHEREAS, the Grantee has made application under the provisions of  
Illinois Combined Statutes 20 ILCS 2705/49 et seq., paragraph 30 ILCS  
415/2 et seq. (1992 State Bar Edition), herein referred to as the "Acts";

WHEREAS, the Provider has been selected by the Grantee to provide  
public transportation services;

WHEREAS, such application has been approved by IDOT; and

NOW THEREFORE, in consideration of the mutual covenants hereinafter  
set forth, this Agreement is made to provide for the provision of  
service, to set forth the terms and conditions upon which the financial  
assistance will be made available, and to set forth the Agreement of the  
Parties as to the manner to which the Project will be undertaken,  
completed and used.

#### ITEM 1 - DEFINITIONS

As used in this Agreement:

- (a) "Grantee" means the McLean County.
- (b) "IDOT" means the Illinois Department of Transportation, Division of  
Public Transportation.
- (c) "FTA" means the Federal Transit Administration of the United States  
Grantee of Transportation.
- (d) "Government" means the government of the United States of America.
- (e) "Provider" means a provider of transit service participating in the  
Section 5311 program and supplying transportation services for the  
Project under contract to the Grantee.
- (f) "Project Costs" means the sum of eligible costs incurred by the  
Provider and/or its Operator(s) in performing the Project.
- (g) "USDOT" means the United States Department of Transportation

## ITEM 2 - PROJECT SCOPE

The Provider agrees to provide the public transportation services described in the Grantee's Final Approved Application and Service Plan on file at the IDOT offices. Provider's Service Plan is incorporated into this Agreement as Exhibit A, and made a part hereof. Provider shall not reduce, terminate, or substantially change such public transportation without the prior written approval of the Grantee.

## ITEM 3 - AMOUNT OF CONTRACT

Under the Section 5311 program administered by IDOT, the Grantee may make payments for up to 50% of the Provider's eligible operating deficit and up to 80% of the eligible administrative expenses incurred by the Provider during the fiscal year 1995 in the provision of public transportation services approved by the Grantee. In no event shall the Provider's payment under this Agreement exceed the total funding available for the Project Costs. Total funding for the Project Costs is \$ 283,180.

The Provider agrees that it will provide, or cause to be provided, from sources other than funds provided under Section 5311 of the Federal Transit Act, as amended, sufficient funds to meet the non-IDOT portion of the operating deficit and administrative expenses.

## ITEM 4 - DOCUMENTS FORMING THIS AGREEMENT

The Parties agree that this constitutes the entire Agreement between the Parties hereto, that there are no agreements or understandings, implied or expressed, except as specifically set forth in the Agreement and that all prior arrangements and understandings in the connection are merged into and contained in this Agreement.

The Parties hereto further agree that this Agreement consists of this Part, entitled "Purchase of Service Agreement for Rural General Public Transportation", together with Exhibit A, entitled "Provider's Application," Exhibit B, entitled "Approved Project Budget," and Exhibit C, entitled "State of Illinois Drug Free Workplace Certification," all of which are by this reference specifically incorporated herein.

## ITEM 5 - ILLINOIS GRANT FUNDS RECOVERY ACT

This Agreement is subject to the Illinois Grant Funds Recovery Act, 20 ILCS 705/1. This Agreement is valid until June 30, 2004 and grant funds are available to Provider and may be expended by Provider until said date unless the Grantee, at its discretion, grants an extension of time. Any funds which are not expended or legally obligated by the Provider at the end of the agreement or by the expiration of the period of time funds are available for expenditure or obligation, whichever is earlier, shall be returned to the Grantee within 45 days. Project close-out shall be in accordance with ITEM 14 of this Agreement.

This ITEM is subject to further revision at the sole determination and discretion of the Grantee.

#### ITEM 38 - CHARTER SERVICE OPERATIONS

The provider may not engage in charter service operations except as provided under Section 3(f) of the Federal Transit Act, as amended, 49 U.S.C. app. Section 1602 (f), and FTA regulations "Charter Service," 49 C.F.R. Part 604. Any charter service agreement entered into under these regulations is incorporated into this Agreement by reference.

#### ITEM 39 - PRIVACY

Should the Provider, or any of its subcontractors, or their employees, administer any system of records on behalf of the Federal Government, the Privacy Act of 1974 (The Act), 5 U.S.C. Section 552a, imposes information restrictions on the party managing the system of records.

#### ITEM 40 - MATCHING FUNDS

It is hereby expressly agreed by the Provider that it will provide all matching funds required of the Grantee in the Grantee's "Non-Urbanized Area Transportation Project Agreement for Operating Assistance" entered into with the State of Illinois.

#### ITEM 41 - FUNDING DELAY

It is hereby expressly agreed between the parties that if any delay occurs in providing Federal or State funding to the Provider, there is absolutely no obligation on the part of the Grantee to fund Provider's program hereunder. That if the "Non-Urbanized Area Transportation Project Agreement for Operating Assistance" entered into by and between the Grantee and the State of Illinois is terminated, then this agreement is immediately null and void. Further, if there is any delay in funding from the aforesaid agreement, Grantee and Provider may, by mutual written consent, agree to suspend services contemplated hereunder.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be made effective and executed as of the 1st day of July, 2003, by their respective duly authorized officials.

Provider's Name & Address

Meadows Mennonite Home  
d/b/a SHOWBUS, R.R. 1  
Chenoa, IL 61726

Grantee's Name & Address

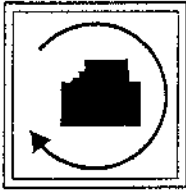
McLean County Board  
104 W. Front Street  
Bloomington, IL 61702-2400

By: \_\_\_\_\_  
Chief Executive Officer

By: \_\_\_\_\_  
Michael Sweeny,  
County Board Chairman

Attest:

\_\_\_\_\_  
Peggy Ann Milton, County Clerk  
Board of McLean County, Illinois



## McLEAN COUNTY REGIONAL PLANNING COMMISSION

211 WEST JEFFERSON STREET • BLOOMINGTON, ILLINOIS 61701 • PHONE: 309-828-4331 • FAX: 309-827-4773 • [WWW.MCLEAN.ORG](http://WWW.MCLEAN.ORG)

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### MEMORANDUM

**TO:** The Honorable Chairman and Members of the  
Land Use and Development Committee

**FROM:** Lydia Reynolds, Community Planner

**DATE:** March 27, 2003

**RE:** Local Solid Waste Annual Report

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On February 19, 2003, members of the McLean County Solid Waste Technical and Policy Committees met to review the grant applications for the Solid Waste Management Plan program and to discuss future use of Solid Waste Management Program funds in accordance with the policies set forth by the Illinois Environmental Protection Agency.

The Solid Waste Technical and Policy Committees now request that the Land Use and Development Committee recommend allocation of funds as set forth below.

The following programs, as noted in the approved five year update of the McLean County Solid Waste Management Plan, were approved for implementation :

- 1) Children's Discovery Museum: Approval of up to \$5,000 for design and cost estimates of a display in the future Children's Discovery Museum location.
- 2) Tire Amnesty Collection (City of Bloomington) - \$10,000
- 3) Battery Recycling (EAC and Town of Normal) - \$2,000
- 4) Stormwater Management Display and Brochures - \$1,000
- 5) Electronics Recycling (Town of Normal)- \$1,200
- 6) Rural Communities - \$1,000 grants to offset existing municipal recycling programs to the following applicants:

- The Village of Arrowsmith
- Village of Bellflower
- City of Chenoa
- Village of Colfax
- Village of Danvers
- Village of Downs
- Village of Ellsworth

- Village of Gridley
- Village of Heyworth
- Village of Hudson
- City of Lexington
- Village of Saybrook

7) Composting Projects in Schools - \$1,000 per program. The following schools submitted applications for the Composting in Schools Program:

- Fairview Elementary
- Ridgeview High School
- Olympia High School
- Normal Community High School

Due to the school calendar, the grant application deadline will be extended until June, 2003. New applications will be reviewed, and funding for the approved Composting Programs will be made available in September, 2003.

The Committee approved utilization of the Solid Waste Management funds (tipping fees) to implement the current Solid Waste Management Program Intergovernmental Agreement that covers the time period August 1, 2001 through June 30, 2004. Reimbursement of the portion of the contract already paid will be made to McLean County Regional Planning Commission upon receipt of invoice by McLean County. As administrators of the Solid Waste Management Program contract, MCRPC will reimburse the contract participants according to the schedule set forth in the contract. For the third year of the current contract covering August 1, 2003 through June 30, 2004, MCRPC will invoice McLean County for the Solid Waste Management Program to be paid via the Solid Waste Management Program Account.

Dispersal of funds as described above is Approved by the County Board of McLean County, Illinois, this 15th day of April 2003.

ATTEST:

APPROVED:

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Peggy Ann Milton, County Clerk  
McLean County, Illinois

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Michael Sweeney, Chairman  
McLean County Board